



Society of American Archivists 2019-2020 Section Annual Reports

Compiled here are the 2019-2020 annual reports for all SAA section. For the fourth year, reports were collected through a Survey Monkey survey created and shared by SAA staff. This process proved to be very successful, as it limited email churn, standardized the reports to make compilation easier, and created a secondary record of the reports. Outgoing chairs were asked to complete the reports by September 1 and to include the most complete and accurate information for the 2019-2020 term.

The SAA Affinity Group Task Force of the Council, led by Eric Chin, Ricardo Punzalan, and Audra Eagle Yun, prepared a set of questions for each section to reflect and respond to their current state of their group. These questions, in the section “Self-Assessment,” were added to inform the Council’s ongoing discussions about the structure and health of SAA sections overall.

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Accessibility and Disability Section

Council Liaison: Melissa Gonzales

Report Submitted by: Lydia Tang

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Michelle Ganz	9/12/2019	9/1/2020
Co-Chair	Lydia Tang	8/21/2019	9/1/2020
Steering Committee Member	Jessica Chapel	9/12/2019	9/1/2020
Steering Committee Member	Veronica Denison	9/12/2019	9/1/2021
Steering Committee Member	Bridget Malley	9/12/2019	9/1/2022
Steering Committee Member	Lindy Smith	9/12/2019	9/1/2021
Steering Committee Member	Christina Tanguay	9/12/2019	9/1/2021
Steering Committee Member	Zachary Tumlin	9/12/2019	9/1/2022
Steering Committee Member	Lauren White	9/12/2019	9/1/2021
Steering Committee Member	Sara White	9/12/2019	9/1/2020
Council Liaison	Melissa Gonzales	8/21/2019	9/1/2021

ACTIVITIES

Completed: Formed the new section Established standing rules Built the first steering committee Spearheaded crowdsourcing documents on inclusive interviewing and recruitment practices for people with disabilities and ideas on working from home Established a section blog Emailed monthly updates from March-July We hosted a #CripLib twitter chat in August We created recommendations to improve the accessibility of SAA Education offerings We created guidance documents for accessibility for the conference

Ongoing: We are continuing to work on blog posts We are continuing to post resources, events, and announcements on the section email list We are currently in discussion with Matt Black about making the Guidelines for Accessible Archives to a full web version - similar to the old DACS website - because it currently doesn't get indexed by search engines very well.

New: We will pursue online programming throughout the year, possibly including webinars, Twitter chats, and other opportunities for section members to continue their education, network, and support each other We are in early planning stages for a book pitched to the SAA Publications Editor We are also planning to pilot a mentoring cohort collaboration with the Mentoring Program.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The ADS had a banner year advocating for archives and archivists, first of all, for existing and giving representation to one of the largest “minority” groups in the U.S. The ADS continued to advocate for archives and archivists by pursuing crowdsourced documentation on inclusive interviewing and recruitment and work from home ideas, the latter project earning the ADS an SAA Council Resolution.

Goal 2: Enhancing Professional Growth

Throughout the year, we consistently used the section list to share education opportunities, job postings, and other announcements for members to professionally grow. The crowdsourced document on inclusive interviewing was revised and edited into an Archival Outlook article by Bridget Malley, Zachary Tumlin, Chris Tanguay, and Lydia Tang.

Goal 3: Advancing the Field

The topic of the intersection of disability and accessibility is an emerging, timely, and vibrant subject that has increasingly become an integral part of professional discourse. As described in the original proposal to establish this section, having a dedicated forum for this topic has succeeded in being a necessary venue.

Goal 4: Meeting Members’ Needs

The section is enthusiastically supported and energized by its membership. Members are invested in the section’s work, enthusiastically willing to collaboratively help build resources, share knowledge, and build community.

ANNUAL MEETING

Number of Attendees: 109

Summary of Meeting Activities: The outgoing chair Lydia Tang presented a retrospective of the first year, thanked outgoing leadership and welcomed incoming leadership, Nicole Joniec and Tyler Stump presented on case studies on accessibility and disability topics, this was followed by brainstorming discussion on future ADS initiatives.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The ADS, as SAA’s currently newest section, is fortunate to have an extremely engaged and supportive membership. The section is healthy and thriving.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

In this first year, we haven't explored interaction with the membership beyond the email listserv, twitter, and blog posts, however I believe that ADS leadership is keenly interested in rolling out virtual meetings, webinars, and other interactive programs throughout the coming year.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

Accessibility & Disability is relevant to all sections, but particularly: College & University Archives Government Archives Electronic Records Metadata and Digital Objects And possibly many others

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Approaching Disability as identity, the ADS is similar in spirit (and has many overlapping members) in the Archives and Archivists of Color Section and Diverse Sexuality and Gender Sections and has a standing liaison to the Diversity Committee. Continuing this placement within a diversity, equity, and inclusion umbrella would be best.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Please consult ADS leadership first - we want to help SAA run as efficiently as possible but accessibility and disability often are misunderstood and we just want to make sure that any moves are done with as much understanding as possible. Thanks!

QUESTIONS FOR COUNCIL

We don't have any questions or concerns at this time. The ADS is considering many programming opportunities to support membership, so we may consider making a funding request of approximately \$500 to support this. We understand that SAA is under considerable financial strain, and will think it through carefully before making the funding request.

Acquisitions and Appraisal Section

Council Liaison: Mario Ramirez

Report Submitted by: Christian Kelleher

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Christian Kelleher	8/3/2019	9/1/2020
Vice Chair / Chair-Elect	Alexis Antracoli	8/15/2019	9/1/2020
Immediate Past Chair	Marcella Huggard	8/1/2019	9/1/2020
Steering Committee Member	Katie Delacenserie	8/18/2018	9/1/2020
Steering Committee Member	Krista Gray	8/18/2018	9/1/2020
Steering Committee Member	Suzanne Noruschat	8/15/2019	9/1/2021
Steering Committee Member	Jamie Seemiller	8/15/2019	9/1/2021
Web Liaison	Denise Rayman	8/14/2014	9/1/2020
Council Liaison	Mario Ramirez	7/24/2019	9/1/2022

ACTIVITIES

Completed: Led by the section’s Chair, Vice Chair, and Outreach Subcommittee, we held a set of community discussions surrounding impacts, practices, and perspectives on conducting acquisition and appraisal of archival records during the coronavirus pandemic. The first Zoom discussion, titled “Acquisitions in the Time of Coronavirus” was held on May 21 with 90 participants. While more questions were raised than answers given, the discussion facilitated sharing ideas and published guidelines. The Outreach Subcommittee shared highlights and resources from the discussion in the section’s blog Assigning Value.

The second in the set of discussions subsequently formed the basis for the section’s joint annual meeting held in conjunction with the Collection Management Section held via Zoom on July 27. The discussion was titled “Acquiring and Managing Collections during Covid-19,” and continued and expanded the conversation begun in May. Again the Outreach Subcommittee shared highlights and resources from the discussion, through the section listserv. At the annual meeting the Best Practices Subcommittee also launched the #acqapp_covid19 initiative to continue sharing policies and procedures among section members.

Ongoing: The Best Practices Subcommittee continued work on the section’s Zotero bibliography of resources on acquisitions and appraisal, as well as collecting and sharing collection development policies through SAACConnect. The section web site was slightly revised to improve discovery of those resources.

The Outreach Subcommittee continued creating and soliciting content for the section’s blog, Assigning Value. The subcommittee also finalized an updated Members Welcome page on the section web site, with descriptions of the section’s mission and activities.

The main activity of the section remained planning for the annual meeting, held jointly this year with the Collection Management Section. Much of the discussion revolved around speakers and uncertainty due to coronavirus.

New: In light of coronavirus impacts on our members and their organizations, the Best Practices Subcommittee launched a new initiative to collect and share institutional best practice policies and procedures to safely acquire new archival materials. The subcommittee designed, tested, implemented, and shared broadly the strategy to use #acqapp_covid19 in the body of SAACConnect messages for section members to share and view their best practices.

Recognizing that the section's SAACConnect listserv has not been very active, the Outreach Subcommittee established a monthly series of "Listserv Discussions" that pose questions to the membership to engage discussion and document practices and resources for future use. In lieu of applying the section's annual funds to annual meeting activities, this year the section voted unanimously to apply the funds to the SAA Foundation's Archival Workers Emergency Fund.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Following the 2019 annual meeting, a lively presentation and discussion on the topic of "Advocating for Electronic Appraisal," the section shared presentations with membership. Along with the continuing efforts to document acquisitions and appraisal in professional literature and practice, and to share collection development and other best practice policies and procedures with colleagues, these efforts aim to arm members with knowledge and resources to support and promote the value of archives and the work of archivists.

Goal 2: Enhancing Professional Growth

Enhancing professional growth is at the core of what the Acquisitions & Appraisal Section does, through the educational and professional development aspects of work done by both the Outreach Subcommittee and the Best Practices Subcommittee and the annual meeting activities organized by all section leadership. The annual meeting in particular is a means for presentation, discussion, and collaborative growth in various relevant archival functions.

Goal 3: Advancing the Field

Recognizing the unexpected and unprecedented impacts that coronavirus has had on the profession and on practitioners this year, the section focused efforts on advancing the field's ability to respond safely and effectively to the challenges brought by the pandemic. We hosted two community Zoom discussions, published summaries of the discussions and resources presented, and established a new hashtag #acqapp_covid19 as a means of learning from and contributing to the community.

Goal 4: Meeting Members' Needs

Collected resources and discussions both aim to meet members' needs. Again, community discussions are central to this effort, and this year we added the monthly "Listserv Discussions" as means to engage our section and community, to provide opportunities for members to be active in a virtual environment and engage on key professional topics.

ANNUAL MEETING

Number of Attendees: 150

Summary of Meeting Activities: On July 27 the Acquisitions & Appraisal Section held a joint annual meeting with the Collection Management Section on the topic of “Acquiring and Managing Collections during Covid-19.” The community discussion held via Zoom posed targeted questions and solicited best practices and resources to share about challenges and opportunities posed by the coronavirus pandemic. A summary of the discussion was posted to the section’s listserv.

Additionally, the annual meeting featured guest announcements and presentations from SAA Council liaison Audra Yun, Mark Custer from TS-EAS, and Cliff Hight and Karen Trivette on AtoM (Access to Memory). Both AAS and CMS also held annual business meetings that reviewed the sections’ activities and announced newly elected and appointed leadership positions.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The Acquisition & Appraisal Section's main activity continues to be the annual meeting, which remained well-attended and lively. While we continued efforts to engage on the SAACConnect listserv, discussion and participation there remained somewhat limited, as it has historically. I would characterize the section as more of a slow burn than a hot fire, but one that keeps SAA's hands nicely warm.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

The SAA Connect listserv is effective, but I think that listserv fatigue limits engagement except with hot button topics. We did have very good participation and engagement with in-person activities, which historically have been live at the annual meetings and this year were virtual online.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Acquisition and appraisal are activities that are core to any archives' function, so we are well-placed to be collaborative and interactive with other sections. We have explored these affinities most years during joint annual meetings, including recently with the Collection Management Section, the Electronic Records Section, Records Management Section, and Privacy & Confidentiality Section. And we have looked in recent years to collaborate with the Manuscript

Repositories Section. I would be particularly interested in collaborating with the Archivists & Archives of Color Section to explore challenges, failures, and opportunities to address issues of diversity, equity, and inclusion in acquisitions and appraisal practices.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

I actually think that we would work well as the umbrella of affiliation rather than resting under another one. Since acquisition and appraisal are core functions of most, if not all repositories, we are relevant to the work of most sections and a crossroads for many section topics and current issues. For example, how do we appraise records of organizations people of color in a manuscript repository setting?

Do you have any concerns or questions about the potential for your section to merge or affiliate?

No, I think it would be a really interesting process to explore.

QUESTIONS FOR COUNCIL

We have no particular questions or concerns for SAA Council, and look forward to being able to meet in-person again as soon as it is safe to do so. We don't currently foresee any special budget request for FY2022, but do appreciate the continued availability of the sections' annual budget.

Archival Educators Section

Council Liaison: Ricky Punzalan

Report Submitted by: Alex Poole

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Alex Poole	8/15/2019	9/1/2020
Steering Committee Member	Aisha Johnson-Jones	8/18/2018	9/1/2020
Steering Committee Member	Ryan Leimkuehler	8/15/2019	9/1/2021
Steering Committee Member	Anjelica Ruiz	8/15/2019	9/1/2021
Steering Committee Member	Ashley Todd-Diaz	8/18/2018	9/1/2020
Council Liaison	Ricardo Punzalan	8/18/2018	9/1/2021

ACTIVITIES

Completed: N/A

Ongoing: N/A

New: Archival syllabus collection; AES membership survey

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The AES advocates for archives through supporting the expanding of archival educational opportunities.

Goal 2: Enhancing Professional Growth

Nearly all of the activities of the AES further SAA's efforts through developing new and innovative techniques to assist with archival education.

Goal 3: Advancing the Field

The AES works closely with the GAES to identify areas that need revision and addressing within the GPAS.

Goal 4: Meeting Members' Needs

The AES is committed to mentoring new leadership and responding to the needs of the profession. This past year, we elected new steering committee members and brainstormed new projects such as an AES membership survey and a syllabus clearinghouse project. Ashley Todd-Diaz was elected Chair, Aisha Johnson-Jones Vice-Chair/Chair-Elect, and Ana Roeschley and Steven Duckworth Steering Committee members.

ANNUAL MEETING

Number of Attendees: 12

Summary of Meeting Activities: We focused on a GPAS update.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

I would like to see more vigor among both membership and Steering Committee members.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

We have relied on email listservs and zoom meetings.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Not any other sections that I know of, but certainly GAES. It would be quite useful to have each section have a liaison to AES. AES might profit from having a liaison to CoE as well.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Education

Do you have any concerns or questions about the potential for your section to merge or affiliate?

N/A

QUESTIONS FOR COUNCIL

N/A

Archival History Section

Council Liaison: Mario Ramirez

Report Submitted by: Cory Nimer

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Cory Nimer	8/18/2019	9/1/2020
Vice Chair / Chair-Elect	Sebastian Modrow	10/15/2019	9/1/2020
Steering Committee Member	Michelle Ganz	10/15/2019	9/1/2020
Steering Committee Member	Ingi House	10/15/2019	9/1/2020
Steering Committee Member	Susan Tucker	10/15/2019	9/1/2020
Newsletter Editor	Eric Stoykovich	10/15/2019	9/1/2020
Newsletter Co-Editor	Natalie Worsham	10/15/2019	9/1/2020
Council Liaison	Mario Ramirez	7/24/2019	9/1/2022

ACTIVITIES

Completed: Archival History Article Award presented to two recipients this year: Gregory Wiedeman (University Archivist, University at Albany, SUNY), "The Historical Hazards of Finding Aids," *American Archivist* 82, no. 2; Melanie Shell-Weiss (Chair of Integrative, Religious, and Intercultural Studies Department, Grand Valley State University), "Good Intentions: Grappling with Legacies of Conflict and Distrust Surrounding a Native American Oral History Project One Generation Later," *The Oral History Review* 46, no. 1.

Ongoing: We are continuing to work on maintenance of the bibliographies of archival history, and a crowd-sourced project to identify online histories of archival institutions at academic institutions.

New: The section began to investigate contributing to Wikipedia initiatives to increase the visibility of archivists and their contributions. An initial report on this was posted to the section newsletter, *Archival History News* (<https://archivalhistory.news/>).

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Advocacy is a major focus of the section, and programs such as the Archival History Article Award are meant to encourage and recognize those publishing on the topic. The section is also considering how it might contribute to public knowledge of archives through Wikipedia.

Goal 2: Enhancing Professional Growth

The section provides information on archival history to its membership, allowing them to contextualize their work and to information the direction of their efforts.

Goal 3: Advancing the Field

This year's focus in the section meeting was meant to increase awareness of the Tragedy Response Initiative Task Force's work to our membership. This will hopefully increase engagement and use of the task force's resource kit.

Goal 4: Meeting Members' Needs

The section put out calls throughout the year for participation in crowd-sourced projects. We work to publicize our projects and always seek volunteers to join in.

ANNUAL MEETING

Number of Attendees: approximately 70

Summary of Meeting Activities: The section meeting included reports on section projects from the year, but most of the time was devoted to presentations on the history of archives' involvement in tragedy response. This included presentations by Peter Alter from the Chicago History Museum and Vanessa St. Oegger-Menn of Syracuse University.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The members of the section are very interested in archival history, and are appreciative of the dedicated programming on the topic that the section provides annually. For many of the other projects the section relies on the steering committee to move things forward.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Most communications to the section go out through either the email listserv or the section newsletter.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

The section is focused on archival history, and only overlaps to the extent that other sections take a historical approach to their topics.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

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Do you have any concerns or questions about the potential for your section to merge or affiliate?

I am not sure which section it would merge with, and would be concerned that the historical focus of the section might be lost.

QUESTIONS FOR COUNCIL

No immediate questions or concerns. Potential budget expenditures for the coming year include section newsletter subscription fees (WordPress) and the Archival History Article Award honorariums.

Archives Management Section

Council Liaison: Audra Yun / Derek Mosley

Report Submitted by: Brenda Burk

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Brenda Burk	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Tamar Zeffren	8/15/2019	9/1/2020
Immediate Past Chair	David Benjamin	8/15/2019	9/1/2020
Secretary	Ann Case	8/11/2012	9/1/2020
Steering Committee Member	Lisa Duncan	8/15/2019	9/1/2022
Steering Committee Member	Cara Howe	8/15/2019	9/1/2022
Steering Committee Member	Mott Linn	8/15/2019	9/1/2020
Steering Committee Member	Joy Novak	8/18/2018	9/1/2021
Steering Committee Member	John Slate	7/29/2017	9/1/2020
Steering Committee Member	Jason Speck	7/29/2017	9/1/2020
Council Liaison	Audra Yun	7/29/2017	9/1/2020
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

ACTIVITIES

Completed: Managing during COVID - monthly Zoom sessions as a means of sharing ideas

Ongoing: By-laws Review Ad Hoc - Brenda Burk, David Benjamin, Mott Linn - review and update accordingly

New: - Monthly online section meetings to engage membership throughout the year. Due to the success of the COVID meetings, the monthly online meetings will continue with topics and discussion on pertinent issues.

-Work with Education Committee on archives management workshops, webinars, and resources.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

-Through online meetings and discussions, members shared ideas and discussed issues about how to advocate with upper management and the community on the value of the Archives.

Goal 2: Enhancing Professional Growth

-Online meetings about management and lessons learned

-Distribute education opportunities via the listserv

-Education sessions during the annual meeting section meeting

Goal 3: Advancing the Field

-Initiated conversations with Education Committee on the development of management resources.

-Distribute relevant information via the listserv

Goal 4: Meeting Members' Needs

- Up-to-date information on the microsite

- Use of listserv to facilitate discussions

ANNUAL MEETING

Number of Attendees: 236

Summary of Meeting Activities: Business portion with updates from outgoing Chair Brenda Burk, Council Liaison Audra Yun, and Editorial Board Cal Lee Program portion with Mott Linn about budgets; Tara Hagan on advocating for institutional support; and Joy Novak on Managing through Change

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Overall health and energy is good. It improved over the year. COVID helped. We started zoom meetings and engaged a significant portion of the membership. It's an interesting mix of seasoned and newly minted managers. Need to have opportunities and space so one doesn't dominate.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Emails, virtual meetings. There was no opportunity for in-person meetings.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

When it comes to policy development, budget, administration, numerous sections will have ties to the Archives Management Section. Numerous members are also part of Manuscript Repositories and Colleges and Universities Sections.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

On a Friday of a long week, Management would be the overarching theme.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I am more concerned about mergers but not as much with affiliates. The Archives Management Section is a valuable resource and needed. In our training and education, there is not a lot about management. The section is a place to fill that void and provide the support needed to help managers succeed.

QUESTIONS FOR COUNCIL

The Archives Management Section would like to be more involved with the Education Committee on development of resources/workshops germane to management topics.

Archivists and Archives of Color Section

Council Liaison: Petrina Jackson

Report Submitted by: Barrye Brown

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Barrye Brown	8/18/2018	9/1/2020
Co-Chair	Tarienne Mitchell	8/15/2019	9/1/2021
Steering Committee Member	Jina DuVernay	8/15/2019	9/1/2020
Steering Committee Member	Aaisha Haykal	8/6/2016	9/1/2020
Steering Committee Member	Brittany Newberry	8/18/2018	9/1/2020
Steering Committee Member	Kellee Warren	8/18/2018	9/1/2020
Newsletter Editor	Amy Vo	9/12/2019	9/1/2020
Web Liaison	Sonia Yaco	8/16/2014	9/1/2020
Council Liaison	Petrina Jackson	8/18/2018	9/1/2021

ACTIVITIES

Completed: Increasing online presence through our AAC social media platforms and the publication of our newsletter.

Ongoing: Updating our section directory

New: Collaborating with other sections to co-host Zoom webinars/talks

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

This year, in light of the pandemic, we donated our section funding in the amount of \$250 to the Archival Workers Emergency Fund.

Goal 2: Enhancing Professional Growth

Our section continues to use its social media platforms and email listserv to publicize various job opportunities, webinars, and other professional training to our members. We have also enhanced professional growth opportunities for students and archivists of color by continuing to bring awareness to SAA's scholarship and travel awards, specifically the Mosaic Scholarship Award, the Brenda S. Banks Travel Award, and the Harold T. Pinkett Student of Color Award.

Goal 3: Advancing the Field

AAC has continued to advance the field by continuing to highlight member achievements, research, scholarship, etc. through our various social media platforms and newsletter. As a section, we gained a significant number of Instagram followers at the start of the pandemic and we found that we are reaching a larger number of people than just our section members.

Goal 4: Meeting Members' Needs

Throughout the pandemic, AAC section activities focused on increasing our online presence in order to keep our membership informed, as well as stay connected as a community. As a section, we gained a significant number of Instagram followers at the start of the pandemic, many more than just our membership.

ANNUAL MEETING

Number of Attendees: 160

Summary of Meeting Activities: Throughout the pandemic, AAC section activities focused on increasing our online presence in order to keep our membership informed, as well as stay connected as a community. So, just to share some stats:

- Instagram is our most popular platform and has experienced the most growth over the last year with an increase of 900+ followers. Of those 900+ new followers, over 500 began following our account around the start of the pandemic.
- AAC's Facebook and Twitter have not really experienced significant growth in number of followers.

It is important to note, that all of our accounts have way more followers than our membership number which, according to SAA Connect, is 471. This means that we are reaching much more than just our membership which is really exciting to know!

As for Section Funding, AAC donated its \$250 section funds to the Archival Workers Emergency Fund. I am happy that we were able to do this in order to help our fellow archivists who may have been impacted by the coronavirus pandemic.

Link to Meeting Minutes: n/a

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The energy of AAC is phenomenal. We remain a close-knit and vocal section on issues relating to SAA and the archival profession as a whole.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

In the wake of COVID-19, it seems that many of our members prefer to communicate or receive section news via our social media platform. The email listserv follows as a distant second preferred method of communication.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

After our business meeting this year, we were approached by the Accessibility and Disability Section to perhaps collaborate on a webinar dealing with Ableism and Racism. We are hoping to put together a panel/presentation to explore anti-racist/anti-ableist tools that may help members of both sections.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

I'm not sure how to exactly answer this question.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I think that the Archivists and Archives of Color Section is extremely vibrant and effective because of its diverse membership, so there is no need for it to merge with another section.

QUESTIONS FOR COUNCIL

Not at this time.

Archivists of Religious Collections Section

Council Liaison: Eric Chin

Report Submitted by: Taffey Hall

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Taffey Hall	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Adam Winters	8/15/2019	9/1/2020
Immediate Past Chair	Elizabeth Scott	8/15/2019	9/1/2020
Secretary	Michelle Sayers	8/18/2018	9/1/2020
Member-at-Large	Kayla Harris	8/18/2018	9/1/2020
Member-at-Large	Susan Illis	8/18/2018	9/1/2020
Member-at-Large	Erin Louthen	8/15/2019	9/1/2021
Newsletter Editor/Web Liaison	Thomas McCullough	4/20/2020	9/1/2022
Council Liaison	Eric Chin	7/24/2019	9/1/2022

ACTIVITIES

Completed: 2020 virtual section meeting with program focused on how archivists assist researchers who proceed to publish based on research done through the collections.

Ongoing: Continued service as a network for professional archivists responsible for documenting and preserving American and Canadian religious life.

New: N/A

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Encourage ARCS members to share news and information stories in Archival Spirit newsletter

Goal 2: Enhancing Professional Growth

Annual ARCS meeting programs focused on issues that impact religious archives

Goal 3: Advancing the Field

Disseminate information through communication channels and Archival Spirit newsletter

Goal 4: Meeting Members' Needs

Annual section meeting program, newsletter, communication channels

ANNUAL MEETING

Number of Attendees: Apx. 60

Summary of Meeting Activities: 2020 virtual section meeting with program focused on how archivists assist researchers who proceed to publish based on research done through the collections.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Good

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

All of the above

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

No

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

N/A

Do you have any concerns or questions about the potential for your section to merge or affiliate?

N/A

QUESTIONS FOR COUNCIL

No questions at this time

Audio and Moving Image Section

Council Liaison: Ricardo Punzalan

Report Submitted by: Patrick Midtlyng

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Patrick Midtlyng	8/18/2019	9/1/2020
Vice Chair / Chair-Elect	Justin Kovar	8/18/2019	9/1/2020
Steering Committee Member	Dana Chandler	8/15/2019	9/1/2020
Steering Committee Member	Sarah Cunningham	8/15/2019	9/1/2020
Steering Committee Member	Allison Schein Holmes	8/15/2019	9/1/2020
Steering Committee Member	Shawn VanCour	8/15/2019	9/1/2020
Newsletter Editor	Kelly Applegate	8/15/2019	9/1/2020
Council Liaison	Ricardo Punzalan	8/18/2018	9/1/2021

ACTIVITIES

Completed: Due to COVID-19 many plans were postponed and planning did not proceed on several fronts

Ongoing: Due to COVID-19 many plans were postponed and planning did not proceed on several fronts

New: Due to COVID-19 many plans were postponed and planning did not proceed on several fronts

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Where possible, reach out and support ongoing workshops for Audio and Moving Image archiving and preservation

Goal 2: Enhancing Professional Growth

Where possible, reach out and support ongoing workshops for Audio and Moving Image archiving and preservation

Goal 3: Advancing the Field

Continue to advocate for best practices and emerging methodologies. Workshops when possible.

Goal 4: Meeting Members' Needs

Continue to advocate for best practices and emerging methodologies. Workshops when possible.

ANNUAL MEETING

Number of Attendees: 167

Summary of Meeting Activities: The meeting was a panel of presentations and discussion about how the pandemic has affected our work and what we are currently working on with Emily Vinson (University of Houston), Sarah Cunningham (National Archives and Records Administration), Allison Schein-Holmes (Studs Terkel Radio Archive), Justin Kovar (University of Texas), and Patrick Midtlyng (Library of Congress)

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

It was a really well attended session. I'm sure the current situation contributed to the good numbers but the number of contacts that have reached out to the steering committee has been really encouraging.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

email, listservs, we did not have a conference call this year but they are quite nice and with zoom I think having more virtual calls would be a good thing.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

After 2018 we split back into our own section and I think it has been really good for us.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Increasingly in a digital world, audio and moving image archives are holding analog and digital items, both original unique items and surrogates. The challenges this presents are many. And often these are exacerbated by the traditional notions of special collections archiving and cataloging. Emergent practices in the archiving world and leveraging expertise from industry are two avenues of collaboration that AMIS would welcome from other sections and parties.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

No

QUESTIONS FOR COUNCIL

Not currently

Business Archives Section

Council Liaison: Steven Booth / Derek Mosley

Report Submitted by: Neil Dahlstrom

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Neil Dahlstrom	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Jennifer Johnson	8/15/2019	9/1/2020
Immediate Past Chair	Greg McCoy	8/15/2019	9/1/2020
Secretary	Lauren Dreger	8/15/2019	9/1/2021
Member-at-Large	Eunice Liu	8/15/2019	9/1/2020
Education Chair	Cristina Vignone	8/15/2019	9/1/2020
Vice Editor	Emily McNish	8/15/2019	9/1/2020
Early-Career Member	Heidi Charles	8/15/2019	9/1/2020
Early-Career Member	Taylor Gibson	8/15/2019	9/1/2020
Early-Career Member	Allie Penn	8/15/2019	9/1/2020
Council Liaison	Steven Booth	7/29/2017	9/1/2020
Council Liaison	Derek Mosley	7/30/2020	9/1/2023
Editor	Dave Moore	8/15/2019	9/1/2020

ACTIVITIES

Completed: As stated at the 2019 Annual Section Meeting, the section's Standing Rules are in need of updating to reflect the changes in the roles and responsibilities of Section officers, to reflect changes in SAA guidelines, and other small changes. None of these fundamentally alter or change the Section's overall mission or objectives, and the majority of changes are in the sections related to Officers, Committees, and Elections. All major changes are listed below:

- I. Membership
 - a. NO CHANGES
- II. Objectives:
 - a. Expanded the Education statement (Section C) to include (but not limit) section programs to the Colloquium, BAS Workshop, conference calls, social media programs, etc.
 - b. This removed the need for previous Section D regarding promoting the BAS Workshop as its now managed directly by the Section.
- III. Governance
 - a. NO CHANGES

IV. Officers

- a. All officer roles, responsibilities, and term lengths are now listed in this section. Previously the Member at Large and the Vice Editor descriptions were provided under Section VI - Elections.
- b. All elected members of Steering Committee are now Section officers. Previously the Vice Editor and Member at Large were not officers.
- c. Election slate development responsibility has been moved to the Chair from the Vice Chair. This was done as the Chair has actually conducted this work for the past several years and the Vice Chair's responsibility for developing the Colloquium is already quite time-consuming.
- d. Further documented the responsibilities of the Member at Large position as co-leader of the Early Career Members Committee.
- e. Added updated SAA-approved language pertaining to filling empty positions on Steering Committee so as not to disenfranchise members, and when special online elections are necessary.

V. Committees

- a. Eliminated references to the Section Content Committee as there has not been one for many years. Instead the Content Editor and Vice Content Editor have solely been doing this work using social media, the BAS Discussion Group and other online means.
- b. Added language regarding the Early-Career Member Committee and its purpose.

VI. Elections

- a. Removed role descriptions for Member at Large and Vice Content Editor as these were moved to Section IV Officers.
- b. Expanded on Part D. which states that an officer can only serve one office at a time to address when a Content Editor, following the conclusion of their existing term, would like to run for Vice Editor.

VII. Section Annual Business Meeting

- a. NO CHANGES

VIII. Amendments

- a. Updated Part C. to include new SAA-approved language pertaining to proposed amendments that are not approved by Steering Committee. Previously the petitioner had to bring these amendments to motion during the annual Section Meeting. In order to avoid disenfranchising anyone who can't attend the meeting in person, the

new language provides a virtual path for their amendment to be heard by all Section members via the Section's microsite.

IX. Reporting

a. NO CHANGES

Ongoing: Editorial On Twitter, the BAS published 331 Tweets, had 671 followers (+67 y/y), 140,000 impressions, and 4,500 clicked links. On Facebook, we published 349 posts that went out to 897 fans (+86 y/y) and reached 49,900 people with 2,600 clicked links. We had 46 Instagram posts with 237 followers. Tweets: 331 Followers: 671 (+67 from LY) Impressions: 140K (-13K from LY) Engagement: 753 (+120 from LY) Link clicks: 4.5K (-232 from LY) Facebook Posts: 349 Fans: 897 (+86 from LY) Reach: 49.9K (impressions data unavailable) Engagement: 4.8K (+1.7K from LY) Link clicks: 2.6K (-2.5K from LY) Instagram Posts: 46 Followers: 237 (+54 from LY) Impressions: 12.1K (-6K from LY) Engagement: 1.4K (-655 from LY)

New: We surveyed members for opinions on salary/compensation, submitted a letter to council in support of the compensation task force, and have one BAS member on the task force (and several that volunteered).

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

BAS redirected section pilot funds towards the Archival Emergency Workers Fund to support fellow archivists who were displaced.

Goal 2: Enhancing Professional Growth

BAS members continued to support the SAA mentorship program and were thrilled to have three early career members on the steering committee this past year. To further professional growth, the Section revamped the Business Archives workshop, though had to postpone it from fall 2020 to 2021 due to COVID.

Goal 3: Advancing the Field

Three Early Career Members led an extensive outreach effort among colleges and universities about business archivists. Using the Directory of Archival Education listed on the SAA website, they contacted over 40 student organizations and faculty members about opportunities for BAS members to speak—both virtually and in person—at career fairs and other similar events to introduce interested students to our sector of the profession and open up a dialogue about what we do. As a result of their efforts, BAS member Jim Havron spoke with students in the School of Library of Information Science at the University of Southern Mississippi.

Goal 4: Meeting Members' Needs

BAS surveys members often to gauge opinions. This year, surveys were vital to our position on salary/compensation. We believe we exist for the membership, and first and foremost seek the opinion of members before taking a position. To aid in the ability to connect with fellow

archivists, we continued on-going work to update the BAS member directory. To provide benchmarking, we published four quarterly newsletters (<https://basnewsonline.com/>), and hosted one educational session (tied into the April newsletter topic of Exhibitions). Over seventy members saw presentations by five BAS members: on the topic of museum exhibitions, partnerships and marketing. Elizabeth McGorty, Archivist & Records Manager at the Brooklyn Navy Yard Development Corporation; Cristina Vignone, Associate Archivist & Manager of Research Services at Tiffany & Co.; Neil Dahlstrom, Manager, Corporate Archives and History at the John Deere Archives; Michael Zaidman, Sr. Corporate Archivist at JM Family Enterprises; and Katie Dishman, Corporate Archivist at Marriott International. Video and audio recordings, as well as a transcript, are available at the newsletter website.

ANNUAL MEETING

Number of Attendees: 168 at colloquium, 98 at section meeting, and 40 at virtual happy hour

Summary of Meeting Activities: The BAS co-hosted the Colloquium with the SNAP section, which saw 168 attendees. A presentation on salary negotiations was given by Beth Myers, and a working session allowed participants to simulate a salary negotiation during a job interview.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Incredibly strong! We had seven candidates for five steering committee positions, which I consider a great success considering situations this year. We have high engagement, volunteerism, and members who are self-motivated.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

List serv and topical calls work best, and social media offers benchmarking information and an outlet to connect with other business archivist. The in-person annual meeting was very much missed this year by members.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

We believe that BAS is one of the healthiest sections within SAA, and the steering committee thinks that we have enough active engagement and involvement to remain a stand-alone section. However, we do believe there is some overlapping interests with other sections because the scopes and missions of business archives span so many varied and diverse topics. We believe that BAS overlaps with SNAP, as well as sections focused on diversity and inclusion such as the Women Archivists Section, Diverse Sexuality and Gender Section, Archivists and Archives of

Color Section. We recognize that these are vital areas that Business Archivists need to be recognizing and considering within their corporate collections. Sections we have less overlap with are those that are organizationally focused such as Government Archives Section, Congressional Papers Section, etc.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Our focus would still be business archives as there are many unique characteristics that are unique compared to other archival organizations.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Please keep us posted.

QUESTIONS FOR COUNCIL

Not currently.

Collection Management Section

Council Liaison: Audra Eagle Yun / Rachel Winston

Report Submitted by: Caitlin Wells

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Caitlin Wells	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Jane LaBarbara	8/15/2019	9/1/2020
Steering Committee Member	Rita Johnston	8/15/2019	9/1/2021
Steering Committee Member	Larissa Kraye	8/18/2018	9/1/2020
Steering Committee Member	Jennifer Mitchell	8/15/2019	9/1/2021
Web Liaison	Noah Lasley	8/18/2018	9/1/2020
Council Liaison	Audra Yun	7/29/2017	9/1/2020
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

ACTIVITIES

Completed: -Added 5 pieces of documentation to Documentation Portal from 2 different groups (one institution and one consortium)

-Reviewed and fixed as needed numerous broken links on the section microsite caused by section name change

-Made inquiries regarding updated documentation from 19 past submitters of documentation to the section Documentation Portal for ArchivesSpace and Archivists Toolkit

Ongoing: Solicited suggestions from members for programming

Solicited additional entries for the Documentation Portal

New: Starting this past year, a representative from the CM section steering committee is serving on the TS-EAS Outreach and Communications team. This team conducts webinars and other trainings to familiarize people with various Encoded archival Standards. They conducted one in April about ongoing work on Encoded Archival Description (EAD) and Encoded Archival Context - Corporate Bodies, Persons, and Families (EAC-CPF)

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The CM section has been a period of transition this year, but we are working to determine how we can best advocate for archives and archivists.

Goal 2: Enhancing Professional Growth

Much of our work in this area relates to our programming at the SAA Annual Meeting as well as

the Documentation Portal. This year, we co-hosted a facilitated discussion with the Acquisitions and Appraisal section about how COVID has changed acquisition and collections work over the past few months. The Documentation Portal continues to be a free resource for archivists to view manuals and workflows created by a variety of institutions.

Goal 3: Advancing the Field

The CM section is continuing to figure out how we can support this goal in the coming year.

Goal 4: Meeting Members' Needs

The CM section has solicited member suggestions for programming/issues to address, both at our last annual meeting and via the section listserv. Since this has been both a transitional year and a pandemic, we are hoping to do more in the coming year.

ANNUAL MEETING

Number of Attendees: Approx 150

Summary of Meeting Activities: We held a joint meeting with the Acquisitions and Appraisal section. After holding our respective business meetings, we held a facilitated discussion about how the COVID-19 pandemic has affected acquisition, appraisal, and collections work within institutions and what steps people have taken to ensure work is done safely.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Since we recently changed the name/focus of the section, I think people are still figuring out what they want from the section and how to engage. Pandemic also does not help matters! We've been trying to come up with new way to engage members, but it's sometimes hard to get responses.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

The listserv has been fairly quiet, but I feel like we get a lot more interaction/attention during the in-person and Zoom Annual Meetings.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

I think the two most closely related sections are Encoded Archival Standards and Description sections. There is some overlap with these two sections, but we still all have separate focuses.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

If we were part of an umbrella, I think “processing” or “collection management” would be the biggest themes. However, the CM section does specifically address collection management software, workflows, collection moves, working with book collections, and other parts of collection management that are not really covered by any other sections. Since this is our first year as the CM section (where previously we focused on collection management tools/software specifically), I feel like the section does need another year or two to become established.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Again, I think the CM section needs more time to develop its focus and mission before merging or affiliating. I think there are quite a few really interesting projects and programming that could be addressed, but both the pandemic and being in the first year of our revised scope have made it very difficult to get much done.

QUESTIONS FOR COUNCIL

None that I know of, but the new leadership know who our Council liaison is and know how to get a hold of her if they need to.

College and University Archives Section

Council Liaison: Petrina Jackson

Report Submitted by: Benn Joseph

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Benn Joseph	8/3/2019	9/1/2020
Vice Chair / Chair-Elect	Michelle Sweetser	8/15/2019	9/1/2020
Immediate Past Chair	Ellen Engseth	8/15/2019	9/1/2020
Steering Committee Member	April Anderson-Zorn	4/27/2020	9/1/2021
Steering Committee Member	Christy Fic	7/29/2017	9/1/2020
Steering Committee Member	Lae'l Hughes-Watkins	8/18/2018	9/1/2021
Steering Committee Member	Tracy Jackson	7/29/2017	9/1/2020
Steering Committee Member	Krista Oldham	8/15/2019	9/1/2022
Steering Committee Member	Karen Trivette	8/15/2019	9/1/2020
Newsletter Editor	Katie Nash	10/14/2019	9/1/2021
Council Liaison	Petrina Jackson	8/18/2018	9/1/2021

ACTIVITIES

Completed: --C&U proposal to SAA Foundation to conduct survey of membership (not funded)

Ongoing: --weekly Zoom "Coffee Chats" (started in March 2020)

--Academic Archivist blog (run by Katie Nash)

New: --planning for update to standard managed by C&U, Guideline for College & University Archives

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Donated our \$250 section pilot funds to Archival Workers Emergency Fund.

Goal 2: Enhancing Professional Growth

We continue to invite new and seasoned professionals to present at our annual meeting, bring up topics at our weekly discussions, and propose a Campus Case Study.

Goal 3: Advancing the Field

Submitted proposal to SAA Foundation to collect baseline data on the current landscape of the archival profession within college and university archives in order to document and better understand major functional changes in our field.

Goal 4: Meeting Members' Needs

Engage in regular discussion with C&U members through weekly Coffee Chats.

ANNUAL MEETING

Number of Attendees: 176

Summary of Meeting Activities:

--Business meeting

--Council update

--Educational program (COVID-19 collecting project at UNC-Charlotte)

--Topical breakout sessions (collecting COVID stories; working and managing remotely; combating systemic racism at our institutions; plans for returning to campus)

Link to Meeting Minutes:

https://www2.archivists.org/sites/all/files/2020_CUA_SectionMeeting_Minutes.pdf

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Our section is well engaged; in March when our weekly discussions first began, we would regularly have upwards of 30-35 attendees. These days we're closer to 15, but it has become a lifeline for some (including myself) and inviting guest emcees has been a great way to collaborate with other sections.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Mostly the email listserv for regular communication.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

The C&U Archives section shares issues and scope overlap with a number of sections, since academic archivists engage in most of the activities represented by affinity groups (appraisal, description, management, EAS, collection management systems, etc.).

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

For an umbrella affiliation approach, perhaps our overarching theme could be "organizational" and include College & University Archives, Business Archives, Independent Archivists,

Manuscript Repositories, Military Archives, Museum Archives, Native American Archives, Public Library Archives, and Research Libraries.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I would need to know more before having concerns or questions to pass along.

QUESTIONS FOR COUNCIL

No questions at this time.

Congressional Papers Section

Council Liaison: Brenda Gunn / Rachel E. Winston

Report Submitted by: Nathan Gerth

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Nathan Gerth	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Robert Lay	8/15/2019	9/1/2020
Immediate Past Chair	Hope Grebner Bibens	8/15/2019	9/1/2020
Steering Committee Member	Carly Dearborn	1/9/2020	9/1/2020
Steering Committee Member	Zachary Johnson	8/15/2019	9/1/2021
Steering Committee Member	Sally Leigh McWhite	8/18/2018	9/1/2020
Steering Committee Member	Brandon Pieczko	8/18/2018	9/1/2020
Steering Committee Member	Rebecca Sherman	8/15/2019	9/1/2021
Newsletter Co-Editor	Dina Mazina	7/29/2017	9/1/2020
Web Liaison	Jody Brumage	7/29/2017	9/1/2020
Ex Officio	Merrily Harris	8/15/2016	
Ex Officio	Karen Paul	8/24/2012	
Ex Officio	Robin Reeder	11/3/2014	
Council Liaison	Brenda Gunn	7/29/2017	9/1/2020
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

ACTIVITIES

Completed: While our section had several projects queued up for the year, the global pandemic forced many of members to refocus on their energies on matters outside of the section. That being said, I would highlight the success of our virtual section meeting as a non-traditional collaborative activity that went very well, especially since our attendance nearly doubled from a typical in-person meeting. In addition to the meeting, our Electronic Records Committee also completed a survey of member needs regarding the preservation of digital content in congressional collections.

Ongoing: Our section has two ongoing projects that will carry over to the next year. A working group formed from the section's steering committee has been collaborating with the Committee on Public Awareness to revise the existing SAA statement on the preservation of congressional records. This process has been fruitful and we look forward to seeing it come full circle in the coming year. Additionally, our section continues to work on materials to help guide archivists who confront some of the more challenging aspects of processing congressional papers, including the question of committee records etc.

New: In the coming year, our section plans to begin initial work that will build toward a revision of Managing Congressional Collections, which was last revised in 2008. The global pandemic

has accelerated movement away from the type of traditional physical records that Miller focused on in the current version of the publication. This project would dovetail well with the work being carried out on Capitol Hill to revise the record retention schedule that Senate and House archivists share with members.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Our section has made a guide to advocating for the preservation of congressional papers available on our microsite. We have also worked with peers in SAA to refine and enhance the organization's public statement on congressional papers.

Goal 2: Enhancing Professional Growth

Our section has continued to offer resources for archivists to use when facing the challenge of technological change in our field. We also continue to advocate strong working relationships between congressional offices, archivists on Capitol Hill, and their counterparts at the institutions that preserve member records.

Goal 3: Advancing the Field

Our section has identified the revision of a foundational text used by our membership as a key goal moving forward. Our work on an advocacy guide would also support this aspect of the strategic plan.

Goal 4: Meeting Members' Needs

By reaching out to our members through our Electronic Records Committee, our section has aimed to keep pace with not only technical changes in the field, but also the shifting needs of our membership. This survey will help shape the work of our section in the future.

ANNUAL MEETING

Number of Attendees: 64

Summary of Meeting Activities: While the task of organizing a virtual meeting was challenging, our section leadership embraced the opportunity to increase the reach and participation of our membership at the meeting. The two-hour event featured four panels, each of which focused on how the global pandemic is accelerating changes in the field of congressional records. The panels drew participants from a range of communities, including archivists working at repositories, staff from Senate offices, and archivists who support the preservation of records for congressional committees. Attendance was strong, with sixty-four members joining the Zoom call. Most importantly, the conversation that started in the meeting has now inspired a number of us to revisit the core guide for managing congressional collections, given the evidence of significant change that we saw during the event.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

I would describe our section as healthy and energetic. We had no difficulty recruiting a group of our members to plan our section meeting. Furthermore, we had 64 members attend the meeting itself.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

The email listserv, conference calls, and Zoom worked well for section communication.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Our section has a rather narrow mandate, making it difficult to find topical affinities with other sections.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

I could see some "specialty collections" umbrella affiliation drawing us into a group with some sections, but again, our narrow mandate makes such connections tenuous. Furthermore, restructuring could dilute the substance of our section, thereby leading to problems when trying to maintain the engagement of our members.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

The strength of our section comes from our focus on congressional papers. It helps us unify groups that otherwise would not be brought together into the same space: repository archivists, Capitol Hill archivists, and the staff of member offices. I worry that these bonds, which we have worked to foster, would be fractured in a different structural arrangement within SAA.

QUESTIONS FOR COUNCIL

Not at this time.

Description Section

Council Liaison: Audra Yun / Stephen Curley

Report Submitted by: Cyndi Shein

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Cyndi Shein	8/3/2019	9/1/2020
Vice Chair / Chair-Elect	Katherine Duvall	8/15/2019	9/1/2020
Immediate Past Chair	Elizabeth Wilkinson	8/3/2019	9/1/2020
Secretary	Sarah Jones	8/18/2018	9/1/2020
Member-at-Large	Helice Koffler	8/15/2019	9/1/2021
Member-at-Large	Katy Rawdon	8/18/2018	9/1/2020
Newsletter Editor	Lori Dedeyan	6/3/2019	9/1/2022
Web Liaison	Scott Kirycki	3/1/2019	9/1/2021
Ex Officio (TS-DACS)	Susan Luftschein	10/31/2019	9/1/2021
Ex Officio (TS-DACS)	Daniel Michelson	10/31/2019	9/1/2020
Council Liaison	Audra Yun	7/29/2017	9/1/2020
Council Liaison	Stephen Curley	7/30/2020	9/1/2023

ACTIVITIES

Completed:

- 1) Established Section-owned Google Drive record-keeping structure to provide continuity from one year to the next and reduce the learning curve for incoming committee members. (Set up Section gmail address for file ownership.) Back-filled documentation for the past two years.
- 2) Officially retired Description Expo, which had been inactive since 2014.
- 3) Renewed collaboration/communication with TS-DACS. In recent years, the chairs of the two groups had not assumed their assigned roles as ex-officio members of the committees. Chair Shein and chairs Luftschein and Michelson renewed the practice, opening communication between the groups and supporting one another's agendas.

Ongoing:

- 1) Continue developing the Description Documentation Portal on the microsite <https://www2.archivists.org/groups/description-section/description-section-documentation-portal>
 - a. Call for contributions to the portal from the community
 - b. Official launch of web page
- 2) Continue publishing Section newsletter, Descriptive Notes, Focusing issues on relevant topics

- 3) Reviewed and began updates to Section Standing Rules
 - a. Identified and struck obsolete and incorrect information (with Council permission)
 - b. Identified areas for revision that will require member vote and Council approval

New:

- 1) Began expansion of the scope of Portal to support the archival community's commitment to inclusive description
- 2) Successfully recruited candidates and conducted election

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Expanding the scope of the Portal to include resources on inclusive description supports the strategy of providing leadership in ensuring the completeness, diversity, and accessibility of the historical record.

Goal 2: Enhancing Professional Growth

The Portal provides content that reflects the latest thinking and best practices in the field and delivers the information via a method that is accessible and affordable.

Goal 3: Advancing the Field

Contributions to the portal are sought from the archival community as a means of collaboration to enhance professional knowledge. Development of portal content is focused on constituent needs.

Goal 4: Meeting Members' Needs

Planned interactive joint meeting focused on topics of interest that were expressed by survey respondents (derailed by pandemic). Added points to the section committee's agenda that were suggested at the 2019 annual business meeting. Discussed the viability of these ideas and, based on the committee's priorities and capacity to research the suggestions, placed suggestions on future agenda (e.g. suggestion to adopt a more interactive/dynamic format for newsletter).

ANNUAL MEETING

Number of Attendees: 178

Summary of Meeting Activities: At the Description Section business meeting, leadership shared election results, and provided updates on the section's ongoing projects including the newsletter and revisions to the Section's Standing Rules. A presentation on the progress of the Section's portal of descriptive resources followed. In addition, representatives from the SAA Technical Subcommittee on the new DACS Principles, the SAA Technical Subcommittee on Encoded Archival Standards, and the Social Networks and Archival Context (SNAC) project provided updates on their ongoing work.

Link to Meeting Minutes:

<https://www2.archivists.org/sites/all/files/Annual%20Meeting%20Minutes%202020-07-29.pdf>

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The committee members were very active and productive. It is difficult to judge the level of engagement of our members.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

The email listserv was effective for communicating with the section members. Our virtual annual meeting saw a lot of Q/A in the chat box. In-person was not an option during the pandemic.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

Description is a foundational component of archival work that has relevance to every section, including archives management, collection management, encoded archival standards, metadata and digital objects, web archiving...

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Archives management

Do you have any concerns or questions about the potential for your section to merge or affiliate?

If you merge sections, the leadership and roles of committee members need to be clearly defined. The charge/focus must be clearly articulated.

QUESTIONS FOR COUNCIL

None

Design Records Section

Council Liaison: Eric Chin

Report Submitted by: Jessica Quagliaroli

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Alison Anderson	8/15/2019	9/1/2021
Co-Chair	Jessica Quagliaroli	8/18/2018	9/1/2020
Steering Committee Member	Pamela Casey	7/29/2017	9/1/2020
Steering Committee Member	Aliza Leventhal	8/15/2019	9/1/2022
Steering Committee Member	Emily Vigor	8/18/2018	9/1/2021
Web Liaison	Julia Larson	8/15/2019	9/1/2021
Council Liaison	Eric Chin	7/24/2019	9/1/2022

ACTIVITIES

Completed: The co-chairs and web liaison worked to update the section's microsite. Updates include creating a page for the Digital Design Records Task Force, updating resource links and information, and creating a map feature of design and architecture repositories across the US.

Ongoing: Updating all resource information on the website and to increase community engagement.

New: We have a lot of plans for the coming year! The first is to add to and update the Description and Preservation pages. Review and revise the Standing Rules. Set the section's goals to better align with SAA's strategic plan, particularly with DEI. Encourage and increase listserv usage with member questions, updates, and information about professional development opportunities. Host informal, free Zoom webinars and discussions.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Support archivists tasked with the stewardship of physical and born-digital design records, which often require additional resources. By acting as a clearing house of information on best practices for the care and maintenance of design records, we support archivist's advocacy for needed resources.

Goal 2: Enhancing Professional Growth

Frequently post professional development opportunities from other allied organizations, such as ARLIS/NA and the Society of Architectural Historians. Focus on posting free/low-cost professional development opportunities.

Goal 3: Advancing the Field

The Born-Digital Design Records Task Force contributes significantly to advancing the care and maintenance of born-digital design records. Encouraged members to contribute to the upcoming special issue of the American Archivist on design records as a way to add to the scholarly literature on architectural and design archival work.

Goal 4: Meeting Members' Needs

In response to the 2019 Member Survey, we updated the microsite and worked to generate greater listserv activity among members. We updated the resources available on our microsite to reflect current trends and best practices.

ANNUAL MEETING

Number of Attendees: 95

Summary of Meeting Activities: Alison Anderson led the meeting and opened with announcing the election results. Eric Chin provided the Council updates. Alison provided our business updates, which included a summary of how we donated our pilot funds to AWEF and the microsite updates. She listed project ideas for the coming year, including further updates to our microsite, reviewing the Standing Rules, aligning our yearly goals with SAA's strategic vision, and increasing community engagement. Jody Thompson gave an update for the Born Digital Design Records Task Force. We had a panel presentation titled "Scalable Solutions for Design Records." Three panelists gave short presentations on projects with architecture and/or design records that had to be scaled up or down based on resource availability. After the presentations we held a Q&A.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Our members are engaged, though the section would like to do more to generate discussion and use of the listserv. We would also like to do more to encourage our members to share their work projects, experiences, and questions. We are in a niche subject area, but we all work in different types of institutions and repositories, and we'd really like to highlight the diversity of our membership.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Listserv

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Visual Materials Section

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

We do share some overlap with the Visual Materials Section in that architecture and design materials are very visual in nature. Our collections can often contain the same types of materials: photographs, slides, negatives, posters, large drawings/renderings/sketches, and objects.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

We don't see a problem with there being an umbrella of affiliation with the VMS, but the DRS should be its own section and should not merge; it serves a very specific subject area that has its own set of needs that the section meets. For example, born digital design records file types (.dng, .dwg, etc.) are not typical of standard file types (.tif, .jpeg, .pdf, etc.) and we are concerned that those needs would get lost within a merge. The smaller size of the DRS works in its favor. Many of our members are able to work collaboratively within the Born Digital Design Records Task Force, and the section leadership is able to offer the TF a greater level of support than it would be able to if it was part of a larger section.

QUESTIONS FOR COUNCIL

A concern would be regarding the decision to create an affiliate/umbrella or merge without further consultation of DRS leadership. The current DRS co-chairs and steering committee members would want to discuss any of these decisions at length with our council liaison before any such decision was made.

Diverse Sexuality and Gender Section

Council Liaison: Steven Booth / Rachel E. Winston

Report Submitted by: Bo Doub

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Bo Doub	8/18/2018	9/1/2020
Co-Chair	Alana Varner	8/15/2019	9/1/2021
Steering Committee Member	Lisa Calahan	7/29/2017	
Steering Committee Member	Daniel DiLandro	8/6/2016	
Steering Committee Member	Michael Oliveira	8/22/2015	
Steering Committee Member	Keith Reynolds	8/18/2018	
Steering Committee Member	Franklin Robinson	8/17/2013	
Steering Committee Member	Nikki Lynn Thomas	8/15/2019	
Steering Committee Member	Florence Turcotte	8/16/2014	
Social Media Liaison	Deborah Richards	8/17/2013	
Social Media Liaison	Bonita Weddle	8/22/2015	
Web Liaison	Johanna Russ	8/17/2013	
Council Liaison	Steven Booth	7/29/2017	9/1/2020
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

ACTIVITIES

Completed: Early in the year, DSGS co-chairs created and distributed a survey to all DSGS members titled “SAA DSGS 2019-2020 survey.” In the survey, we gathered members’ preferences and opinions regarding the 2020 annual section meeting, potential tour sites of Chicago-based cultural heritage repositories relating to LGBTQ+ history for the annual meeting, interest in putting together a DSGS reading group, and feedback on proposed changes to DSGS’ Standing Rules.

The DSGS co-chairs also collaborated with SAA’s Women’s Collections Section (WCS) to plan a joint section meeting and panel of presenters for the annual meeting. DSGS and WCS distributed a call for presenters inviting speakers to share stories of women and the LGBTQ+ community from collections that are not traditionally seen as being LGBTQ+ or women’s collections. Our sections received two submissions responding to the CFP and we accepted both of these proposals.

Lastly, DSGS leadership coordinated with section members to apply for and donate DSGS’ allotted \$250 in section funds toward the Archival Workers Emergency Fund (AWEF).

Ongoing: One ongoing project is to implement a DSGS reading group with intermittent Zoom meetings for members to discuss the shared reading (even if they didn't get around to reading the work for that meeting).

Another ongoing goal is to continue the discussions around proposing changes to DSGS' Standing Rules. Specifically, the co-chairs want to establish term lengths for Steering Committee members and further define the Social Media / Web Liaison(s) positions and responsibilities.

New: The DSGS co-chairs plan to further engage the section's steering committee by holding intermittent Zoom meetings regarding section business. The co-chairs also want to engage the DSGS community more generally by holding informal Zoom hangout meetings, perhaps with a general topic to focus discussions.

The co-chairs discussed expanding outreach for DSGS members, possibly starting discussions around larger SAA issues (i.e., movements and ideas being considered across SAA's sections and governing bodies). One other goal is to specifically engage with trans folks and people of color within the archives profession.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

By serving as a liaison between LGBTQIA+ archives and the Society of American Archivists, DSGS has promoted the value of LGBTQIA+ archives and archivists to institutions, communities, and society. By maintaining a space devoted to LGBTQIA+ archivists and LGBTQIA+ archives through section initiatives like the Lavender Legacies Guide, DSGS also helps to ensure the diversity of the historical record.

Goal 2: Enhancing Professional Growth

By organizing a well-attended annual meeting and facilitating discussions via the general member DSGS listserv (SAA Connect), DSGS fostered communities for professional interaction among LGBTQIA+ archivists and records managers. By collaborating with the Women's Collections Section (WCS) to hold a joint annual section meeting, DSGS also fostered professional interaction across distinct SAA/professional communities.

Goal 3: Advancing the Field

By sharing the research of Blake Spitz and Brian M. Watson via our annual meeting's panel presentation, DSGS disseminated new scholarly endeavors within the field of LGBTQIA+ history. Watson's presentation focused on one such endeavor: histsex.org -- a freely-available, peer-reviewed, and open-source resource by sex educators, historians, and librarians active in sexuality fields, which aims to fill an often-overlooked need for the historical representation of LGBTQ+ identity.

Goal 4: Meeting Members' Needs

The very nature of DSGS as a group contributes to fostering an inclusive association and profession for archives and archivists of diverse sexualities and genders. The co-chairs encouraged transparency in section governance by publicly sharing survey results with section

members and steering committee members. The DSGS co-chairs' primary goal in proposing revisions to DSGS' Standing Rules during 2019-2020 was to improve transparency and accessibility in our section's governance.

ANNUAL MEETING

Number of Attendees: 171 (based on registration info from Sched)

Summary of Meeting Activities: The 2020 DSGS / WCS joint section meeting featured speakers discussing stories of women and the LGBTQIA+ community from collections that are not traditionally seen as being LGBTQIA+ or women's collections. Blake Spitz shared updates and questions from a project interrogating the W.E.B. Du Bois Papers for records of women's contributions to Du Bois' work via less visible labor. Brian M. Watson presented on "50 Years On, Many Years Past: Nonfictions of Sexuality" -- an open-source, freely-available digital resource, and collection focused on the history of sexuality. Alongside a bibliography, the resource includes a directory of archives and libraries relevant to LGBTQIA+ research across the world. Following the panel and a lively Q&A (see the minutes), DSGS and WCS leadership split attendees into individual section breakout rooms to facilitate discussions on new section business and call for announcements from section members regarding recent projects, initiatives, concerns, etc.

Link to Meeting Minutes: <https://www2.archivists.org/groups/diverse-sexuality-and-gender-section/saa-annual-meeting-2020-diverse-sexuality-and-gender-dsg>

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

During 2019-2020, the DSGS co-chairs noticed somewhat of a disconnect between DSGS' co-chairs and its Steering Committee. However, the general member DSGS listserv (on SAA Connect) is frequently active with updates and dialogue within the community. And the 2019-2020 DSGS survey that DSGS' co-chairs distributed received over 20 responses.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

During the past year, DSGS primarily communicated via SAA Connect, Zoom meetings, and email.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Archivists & Archives of Color Section, Women Archivists Section, Women's Collections Section, Accessibility and Disability Section, Native American Archives Section, Issues & Advocacy Section

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Diversity of archives and archivists - a section focusing on intersectional identities.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

DSGS holds a unique role in providing resources and outreach relating to LGBTQIA+ archives and archivists. The section's position is that a specifically LGBTQIA+ focused section creates an essential and necessary safe space for archivists of diverse gender and sexuality identities. While other sections may share strong affiliations and intersecting identities, and we welcome future collaboration and cross-pollination, we believe LGBTQIA+ voices may be marginalized should this section be fully integrated into another.

QUESTIONS FOR COUNCIL

During the leadership training there was a comment that SAA may be looking to reduce the number of sections. How are these decisions going to be made and how will SAA decide which sections to cut? Do we need to be concerned that DSGS might be cut?

Electronic Records Section

Council Liaison: Meg Tuomala

Report Submitted by: Susan Malsbury

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Susan Malsbury	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Annalise Berdini	8/15/2019	9/1/2020
Immediate Past Chair	Jessica Farrell	8/15/2019	9/1/2020
Steering Committee Member	Andrea Belair	8/15/2019	9/1/2022
Steering Committee Member	Elizabeth Carron	8/15/2019	9/1/2022
Steering Committee Member	Jane Kelly	8/18/2018	9/1/2021
Steering Committee Member	Kelsey O'Connell	8/18/2018	9/1/2021
Steering Committee Member	Alice Sara Prael	7/29/2017	9/1/2020
Steering Committee Member	Jessica Venlet	7/29/2017	9/1/2020
Communications Liaison	Brenna Edwards	8/15/2019	9/1/2020
Council Liaison	Meg Tuomala	7/24/2019	9/1/2022

ACTIVITIES

Completed: The ERS steering committee in collaboration with the Government Records Section built a dynamic Annual Meeting program that included a long list of ERS community member speakers and opportunities for non-presenters to participate in all of the topics raised.

Ongoing: We voted to continue a project to create a resource hub for digital archives resources, broadly. These could be tools, communities, wikis, communication spaces, articles or journals, databases...we envisioned a broad list of different types of resources that can help digital archivists encountering the myriad issues we face, with the ability to organize the list in many ways depending on the user's pathway of needs. We developed a project plan, functional requirements, and developed a taxonomy for coding resources. Currently we are exploring partnering with another organization who has a similar resource.

New: We had no new projects this year.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The resource hub project has been our main focus as it would give the SAA membership an accessible way to connect with resources that would be geared towards their institution size and budget, expertise, and project.

Goal 2: Enhancing Professional Growth

The ERS steering committee supported professional growth in collaboration with the Government Records Section through our Annual Meeting. We recruited speakers and made sure that they had the tools they needed for a virtual meeting. The bloggERS! blog, ERS's community-led scholarship and documentation hub, is an ongoing example of how the ERS shares knowledge and supports each other.

Goal 3: Advancing the Field

The bloggERS! Blog does significant work advancing the field and did an impressive 34 blog posts this year. Finally, our resource hub project is meant to advance the field from wherever you are, providing pathways and resources for archivists to work on digital archives project regardless of where they are in their career or their budget.

Goal 4: Meeting Members' Needs

The community-led bloggERS! team has excellent communication practices and was able to adapt to the COVID-related issues members were facing including running the Dispatches from a Distance, a series of "short posts intended as a forum for those of us facing disruption in our professional lives," as well as a new series on sustainability called Another Kind of Glacier.

ANNUAL MEETING

Number of Attendees: 250

Summary of Meeting Activities: The ERS steering committee in collaboration with the Government Records Section built a dynamic Annual Meeting program regarding email with presentations from Camille Tyndall Watson (NCDCCR), Ashby Crowder (NARA), and Jessika Drmacich (William College), as well as question and answer session with all attendees.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Our members engage in the listserv and hopefully, there will be more opportunities for engagement as our resource hub project progresses.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Email listserv has been the best form of communication.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

I think electronic records overlap with most of the SAA sections as most types of archives are dealing with born-digital or digitized archival items.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

New technology and skills

Do you have any concerns or questions about the potential for your section to merge or affiliate?

It would depend on how the process is run and what say our section has in the potential merge or affiliate.

QUESTIONS FOR COUNCIL

No

Encoded Archival Standards Section

Council Liaison: Audra Yun / Stephen Curley

Report Submitted by: Dallas Pillen

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Elizabeth Coup	9/24/2019	9/1/2021
Co-Chair	Dallas Pillen	8/18/2018	9/1/2020
Steering Committee Member	Michele Combs	9/24/2019	9/1/2021
Steering Committee Member	Susan Luftschein	9/24/2019	9/1/2021
Steering Committee Member	Caitlin Rizzo	8/18/2018	9/1/2020
Council Liaison	Audra Yun	7/29/2017	9/1/2020
Council Liaison	Stephen Curley	7/30/2020	9/1/2023

ACTIVITIES

Completed: The Encoded Archival Standards Section finished work started the previous year to create and distribute a survey to gain a greater understanding of the types of encoded archival standards used by the community, the ways in which the community interacts with them, and the ways in which the EAS Section could best support the needs of our members. The section sent out a 24 question survey in December 2019 to a variety of listservs, including SAA sections and state and regional archival associations. The survey received 137 responses. The section ended the year by beginning to review the survey results and planning next steps.

Ongoing: The work to review and respond to the findings of the survey are ongoing. The section plans to publicly release anonymized survey data and, potentially, a report summarizing the results of the survey soon.

New: The section plans to implement several new initiatives based on needs addressed in the survey including updating the educational resources available on the section micro-site, working with professional organizations to offer free or low-cost webinars, and increasing collaboration with other SAA sections, regional organizations, and international groups related to the maintenance and use of encoded archival standards.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Encoded Archival Standards Section has contributed most to 1.4, “Strengthen the ability of those who manage and use archival materials to articulate the value of archives,” by supporting the work of archivists who work with encoded archival standards to describe and provide access to archival collections.

Goal 2: Enhancing Professional Growth

The Encoded Archival Standards Section conducted a survey this year to better understand how it could meet the needs of its members to support their professional growth. As a result, the section now has plans to update educational content on its SAA micro-site and to deliver information via free or low-cost webinars.

Goal 3: Advancing the Field

The Encoded Archival Standards Section has collaborated with the Technical Subcommittee for Encoded Archival Standards (TS-EAS), particularly its outreach subcommittee, to identify needs related to the development, maintenance, and best practices for encoded archival standards.

Goal 4: Meeting Members' Needs

The Encoded Archival Standards Section conducted a survey this year with one of the main goals being identifying member needs to better meet them going forward. The section will plan to continue to seek the input of its members and to provide more inclusive and transparent ways for members to participate in the section.

ANNUAL MEETING

Number of Attendees: 225

Summary of Meeting Activities: Encoded Archival Standards Section annual meeting introduced new steering committee members, featured an SAA Council update from Audra Eagle Yun, included updates from the “Toward a National Archival Finding AId Network” project (Adrian Turner), the Archives and Linked Data Interest Group (Elizabeth Russey Roke), and TS-EAS (Mark Custer), and concluded with a review of the EAS Section survey results and planned next steps.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

This steering committee focused this term on identifying ways to better meet the needs of section members. The steering committee was more energetic this year than in years past and has laid a solid foundation for better engaging members going forward.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

The section primarily communicates through its SAA listserv, conference calls, and occasionally through a dedicated Slack channel.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

The Encoded Archival Standards Section shares issues with several other sections, including Description, Collection Management, and Metadata and Digital Objects.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

The overarching theme or umbrella would be metadata; the descriptive standards that inform content, the encoded standards that define structure, and the tools that are used to create, manage, and provide access to metadata.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

We feel that though we share topics with several sections, with whom we are working to collaborate, the EAS Section has a specific role in providing resources and outreach regarding the implementation and use of encoded archival standards and would prefer not to merge with another section.

QUESTIONS FOR COUNCIL

N/A

Government Records Section

Council Liaison: Eric Chin

Report Submitted by: Stephanie Bayless

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Stephanie Bayless	8/1/2019	9/1/2020
Vice Chair / Chair-Elect	Brad Houston	8/15/2019	9/1/2020
Immediate Past Chair	Jessica Knox-Jensen	8/15/2019	9/1/2020
Steering Committee Member	Ashby Crowder	8/15/2019	9/1/2021
Steering Committee Member	Ryan Leimkuehler	8/18/2018	9/1/2020
Steering Committee Member	Gina Nichols	8/15/2019	9/1/2020
Council Liaison	Eric Chin	7/24/2019	9/1/2022

ACTIVITIES

Completed: Our plan for this year was to spend the time surveying members then setting up and planning activities that future steering committees could move forward with in coming years. To that end, we completed a member survey that was open for responses dueling November and December 2019. Although we only received 32 responses to this survey, quality of information gained was quite high and we were able to begin implementation for our annual meeting this year.

Ongoing: Other projects planned for this were largely sidelined as our steering committee and members dealt with the professional and personal impact of the COVID-19 public health crisis. We did begin an initial review of our standing rule, that would greatly benefit from a full overhaul. The marked-up version with suggestions and questions will be available for the steering committee to continue with in the 2020-2021 year if so desired. Our other main project to refresh and improve our section's microsite was unsuccessful after we failed to receive a response to two solicitations for volunteers in early to mid 2020. We will continue with this project in some form during the upcoming year.

New: No new projects are currently planned for 2020-2021. This will be discussed during the initial meeting of our new steering committee, currently scheduled for the first week of September.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

As this was a planning year for us, much of our impact across all 4 Strategic Goals was in performing a pulse-check of our member state and needs. GRS surveyed the current employment state of our member (full, part, student, unemployed, etc.), as well as type of employment

(federal, state, non-government, etc.). Moving forward, we will be using the results to best determine the future role our section can play in advocating for our members and their institutions. GRS has the ability to be a strong advocate - whether or directly or through empowering our members.

Goal 2: Enhancing Professional Growth

GRS offered opportunities for our members to grow professional through election positions on our steering committee and an (ultimately unsuccessful) call for volunteers to service as webmaster. We surveyed our members interest in future offerings of in-person and online learning opportunities, as well as topical interest including email management, records management, collaboration, and appraisal.

Goal 3: Advancing the Field

We offered our members the opportunity to actively participate in the future of GRS and consequently in our future endeavors to advance the Field. The importance of this active participation cannot be understated, as we want our membership to be the ones setting the course for where they see the future of government archives. Directly, we offered an email management training session to assist our many members working for institutions that are now moving into digital avenues.

Goal 4: Meeting Members' Needs

This was the main focus of GRS activities this year beginning with a pulse-check of where the Section stands with our member survey. We utilized the information gained in that survey to focus on their most request topic - email management - in our very successful annual meeting.

ANNUAL MEETING

Number of Attendees: 214

Summary of Meeting Activities: The Government Records Section paired with the Electronic Records Section to host a two-hour joint presentation on email management. This particular topic was the highest rated need/want on our member survey and a popular topic with our members. The successful event was well-attended and featured presentations from Camille Tyndall Watson (North Carolina Department of Natural and Cultural Resources), Ashby Crowder (National Archives and Records Administration & GRS steering committee member) and Jessika Drmacich (Williams College). The Q&A period that followed was engaging and informative.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Unfortunately, our section has been very quiet for a few years now and previous attempts at revitalization weren't sustained. This is mainly due to a failure of the steering committee to

harness member interest and not an indicator of an apathetic member base. The survey we completed this year is a first step at identifying exactly what our active membership is passionate and where they see our section being the most effective. The success of the annual meeting utilizing those survey results is encouraging for the strong future of GRS.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Email listerv communications have been the most effective for GRS so far. Our members did indicate an interest in more in-person meeting opportunities however (both at SAA and at other regional meetings) and we would like to pursue these in the future.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

The initial sections that come to mind as possible overlapping areas of scope with GRS are Local Government Records, Records Management, and Native American Archives. Although the response to our member survey was low, it revealed that our members were also members of Records Management (59%), Reference Outreach and Access (40%), Local Government (31%), and Archives Management (31%).

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

It seems like Government Records itself could be an umbrella with sections for each type of government (federal, state, local, tribal, etc.), giving us a greater opportunity to offer support to our functional areas (such as a furlough guide for federal agencies that is often suggested as something of interest, but not necessarily beneficial to our full section membership) while coming together for overarching issues (such as records management, funding, and management). Our standing rules encourage representation from each type of government archives, but doesn't require it leaving us often dominated by federal and state volunteers. There are certainly opportunities that could be discussed here.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

There is a lot of opportunity to strengthen sections here, but GRS would suggest caution to make sure current and former steering leadership have the ability to participate in and/or comment on any proposals. Although section member opinion is very important, it often doesn't reflect the reality of any particular section's capability (for example, members may want more varied representation, but do not acknowledge/understand the difficulty we often have soliciting volunteers for projects and/or elected positions).

QUESTIONS FOR COUNCIL

GRS has no questions at this time.

Human Rights Archives Section

Council Liaison: Steven Booth / Stephen Curley

Report Submitted by: Itza Carbajal

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Natalie Bond	8/15/2019	9/1/2021
Co-Chair	Itza Carbajal	9/20/2018	9/1/2020
Steering Committee Member	Erin Mahaney	8/18/2018	9/1/2020
Steering Committee Member	Mark Matienzo	8/15/2019	9/1/2020
Steering Committee Member	Daniel McCormack	9/20/2017	9/1/2020
Steering Committee Member	Joy Novak	8/18/2018	9/1/2020
Newsletter Editor/Web Liaison	Hilary Barlow	8/6/2016	9/1/2021
Early-Career Member	Hsiu-Ann Tom	8/15/2019	9/1/2020
Council Liaison	Steven Booth	7/29/2017	9/1/2020
Council Liaison	Stephen Curley	7/30/2020	9/1/2023

ACTIVITIES

Completed: Rights and Records Webinar series

Ongoing: 10th anniversary planning

New: No new projects planned at this moment

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Developed educational opportunities for valuing different types of archival records.

Goal 2: Enhancing Professional Growth

Provided free educational content for interested members online with speakers from a variety of work environments and experiences

Goal 3: Advancing the Field

Participated in partnerships and collaborations with other SAA sections and international organizations

Goal 4: Meeting Members' Needs

Tried to hold open virtual meetings for membership to get involved and participate.

ANNUAL MEETING

Number of Attendees: 93

Summary of Meeting Activities: Ensure that leaders are accessible

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

leadership is well situated to continue to grow as a section. Active membership is a little shaky, but members seem to be engaged or interested in seeing the section's work.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

monthly section meeting virtual calls and occasional meeting

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Yes, with almost every section. The following have expressed interest in collaborating more:
Native American Archives section International Archival Affairs Latin American & Caribbean Cultural Heritage Archives Section

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Native American Archives section - portion of NAA archives are documentation of Human rights violations International Archival Affairs - human rights archives exist throughout the world Latin American & Caribbean Cultural Heritage Archives Section - a large portion of human rights archives exist out fo the context of human rights abuses in latin America

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I would not recommend merging the HRA with any section. While a majority of SAA section share similar topics and principles with HRA, ultimately the section should stand on its own.

QUESTIONS FOR COUNCIL

N/A

Independent Archivists Section

Council Liaison: Brenda Gunn / Derek Mosley

Report Submitted by: Kate Blalack

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Kate Blalack	8/1/2019	9/1/2020
Vice Chair / Chair-Elect	James Havron	8/15/2019	9/1/2020
Immediate Past Chair	Michelle Ganz	8/1/2019	9/1/2020
Steering Committee Member	Leigh Armstrong	8/18/2018	9/1/2021
Steering Committee Member	Jennifer Steinhardt	8/18/2018	9/1/2021
Steering Committee Member	Rachael Woody	8/15/2019	9/1/2022
Steering Committee Member	Julie Yamashita	10/6/2017	9/1/2020
Web Liaison	Aaron Speight	8/18/2018	9/1/2020
Council Liaison	Brenda Gunn	10/6/2017	9/1/2020
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

ACTIVITIES

Completed: 1. WEBINAR : Authors Among Us: A Conversation with Three Archivist Authors, March 26, 2020 2. WEBINAR :How to Make a Hacker Feel Welcome, December 18, 2020 3. WEBINAR :The Basics of Branding, Webinar from January 29, 2020 4. WEBINAR : Intimate Discussion on Collecting, Music and Archives. (presentation at our annual meeting)

Ongoing: Toolkit creation and resources for independent archivists, crowdsourcing, surveying the community, etc.

New: n/a

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Community engagement by providing free resources to our members, which also included opportunities for developing cross-disciplinary relationships with outside related professions.

Goal 2: Enhancing Professional Growth

Community engagement by providing free resources to our members, which also included opportunities for developing cross-disciplinary relationships with outside related professions.

Goal 3: Advancing the Field

Looking at interdisciplinary relationships and ways to expand our profession with outside related professions.

Goal 4: Meeting Members' Needs

Discussions and surveying via the list-serve.

ANNUAL MEETING

Number of Attendees: I did not get the final number but when I checked we were over 100 people. Waiting for the recording, because I was booted out due to poor internet connectivity.

Summary of Meeting Activities: Met on a monthly basis to discuss goals, members were divided into working teams to help tackle larger projects and get more done.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

There were some personality conflicts, but everyone was very engaged.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

communication by both email and zoom seems to work best and engages all kinds of interaction styles.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))

Does your section share issues or scope overlap with other sections? If so, which sections?

Business, Security, Management, Loan Arrangers (actually probably all sections).

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

"Archivists on the Move"

Do you have any concerns or questions about the potential for your section to merge or affiliate?

no

QUESTIONS FOR COUNCIL

no

International Archival Affairs Section

Council Liaison: Mario Ramirez

Report Submitted by: Margarita Vargas-Betancourt

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Tewodros (Teddy) Abebe	8/18/2018	9/1/2020
Co-Chair	Margarita Vargas-Betancourt	8/15/2019	9/1/2021
Member-at-Large	Brad Bauer	8/15/2019	9/1/2022
Member-at-Large	Susanne Belovari	8/22/2015	9/1/2021
Member-at-Large	Mark Peterson	7/29/2017	9/1/2020
Council Liaison	Mario Ramirez	7/24/2019	9/1/2022

ACTIVITIES

Completed: We reviewed different ways of connecting with the section's members, and decided to no longer continue with the blog Global Notes.

Ongoing: NA

New: We are planning a virtual series on international archives and the revision of the section's bylaws in spring 2021.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

We will create a series of online events with international archivists so that US archivists learn from archivists outside our borders. In addition, we will strengthen our connection with ICA.

Goal 2: Enhancing Professional Growth

Same

Goal 3: Advancing the Field

Same

Goal 4: Meeting Members' Needs

We will create a poll to identify the best ways to meet members's needs, and we will analyze our bylaws in the spring in order to improve the effectiveness of the session.

ANNUAL MEETING

Number of Attendees: 57

Summary of Meeting Activities: We had a joint meeting with LACCHA. Each section presented past activities and future plans. The highlight of our meeting were the speakers. On behalf of IAAS, Brad Bauer (New York University Abu Dhabi), Stacy Belcher Lee and Ryder Kouba (both at the University of Hong Kong) gave the talk "Accessibility in Times of Turmoil at NYU Abu Dhabi and the University of Hong Kong: COVID-19 and Social Protests." On behalf of LACCHA, Sunity Maharaj gave the talk "Independent Thought and Caribbean Freedom: The Lloyd Best Institute of the Caribbean."

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Based on attendance to our annual meeting, very engaged.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

So far email listserv has been very effective, but we would like to explore other avenues like online events.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

LACCHA, human rights, etc

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Connecting with the World: Archives and Archivists in Times of a Pandemic

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I think it would be great.

QUESTIONS FOR COUNCIL

We would like to know what kind of support can SAA give us in the organization of online events.

Issues and Advocacy Section

Council Liaison: Mario Ramirez

Report Submitted by: Joanna Black

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Joanna Black	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Nahali Croft	8/15/2019	9/1/2020
Immediate Past Chair	Courtney Dean	8/1/2019	9/1/2020
Steering Committee Member	Samantha Brown	8/18/2018	9/1/2020
Steering Committee Member	Sara DeCaro	8/18/2018	9/1/2020
Steering Committee Member	Genna Duplisea	8/15/2019	9/1/2021
Steering Committee Member	Sheridan Sayles	8/15/2019	9/1/2021
Council Liaison	Mario Ramirez	7/24/2019	9/1/2022

ACTIVITIES

Completed: Although the Issues & Advocacy section’s Survey on Temporary Labor was completed last term (first half of 2019), its findings were presented by Angel Diaz and Courtney Dean for a panel on the state of temporary labor at the DLF Forum in Tampa, FL in October, 2019. Dean wrote a blog post for the Issues and Advocacy Wordpress site to update membership on this project in November 2019.

Ongoing: The Issues and Advocacy Wordpress site is the I&A section’s ongoing form of member outreach. The site includes three main blog series with submissions accepted on a rolling basis: “Archivists on the Issues,” “ICYMI,” and “Steering Shares.” Additionally, the I&A steering committee chair Joanna Black met in Fall 2019 and Spring 2020 with the leaders of SAA’s Committee on Public Policy, Committee on Public Awareness, and the Regional Archival Associations Consortium (or RAAC) to discuss potential joint projects. Due to the coronavirus pandemic, the consensus of the group was to provide ample space and time for everyone to adjust to the new professional environment while we remain in contact, advocate on behalf of one another, and reconnect again Fall 2020 to brainstorm future collaborations. Also, each month former I&A immediate past chair Courtney Dean sent out an “I&A Month in Review” email on the I&A SAA listserv linking members to timely information and resources pertinent to the section’s mission and goals. This email series is ongoing and will continue into 2020/2021.

New: Once the pandemic hit and many archival workers began seeing a reduction in hours, furloughed, and/or laid off, the I&A steering committee began discussions around union organizing and how to be advocates for labor equity. For the steering committee’s July meeting, member Sheridan Sayles invited Brett Reigh to speak about his experiences organizing labor unions. He provided the steering committee with possible topics to explore as well as resources, and the committee discussed continuing the exploration of this topic on behalf of section

membership into the new 2020/2021 term. Finally, the Issues & Advocacy section donated its \$250 section funding to the Archives Workers Emergency Fund earlier this summer.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The I&A Wordpress blog serves as an effective means of out-word communication for section members. Many of the posts this last year focused on topics that advocate for the archives profession and the work of archivists. For instance, Burkely Hermann wrote a post for the “Archivists on the Issues” series that discussed the implications of the approved sale of the NARA Seattle facility. Additionally, Bradley Wiles submitted a piece for the same series detailing archives and the rural-urban divide and another earlier in the year on defending institutions in a pandemic.

Goal 2: Enhancing Professional Growth

The I&A Wordpress blog served as an effective means for section members to engage in professional growth. David A. Spriegel submitted a blog piece for the “Archivists on the Issues” series that discussed the Academy of Certified Archivists re-certification process from a disabled perspective. Laura Alagna submitted a piece for the same series on how archivists can design environmentally sustainable digital preservation and a related workshop she led for the BitCurator Users Forum in October 2019. Additionally, the “I&A Month in Review” email on the I&A SAA listserv informed section members of pertinent professional news and resources, such as online recordings for the SAA Forum: Investing In Your Membership, and other topics pertinent to the section’s mission and goals. Finally, the I&A section meeting at the 2020 SAA annual meeting presented members with evaluative tools for labor equity that have been developed or are in development for library, archives, and museum managers, grant reviewers, and workers.

Goal 3: Advancing the Field

The I&A Wordpress blog served as an effective means for section members to advance the archival field. Annalise Berdini submitted a blog piece for the “ICYMI” (In Case You Missed It) series introducing readers to the Archives for Black Lives in Philadelphia Anti-Racist Description Resources project. Additionally, Courtney Dean wrote a piece for the “Steering Shares” series on centering BIPOC voices, which included numerous resources such as a guide to dismantling white supremacy in the archives. The “I&A Month in Review” email on the I&A SAA listserv promotes resources that advance the archival field, such as the Archives Workers Emergency Fund Organizing Committee’s Open Letter to the Archival Community re: Police Brutality. Finally, the I&A section meeting at the SAA annual meeting looked at how library, archives, and museum professionals can create a present that equitably supports workers in both term and contingent positions.

Goal 4: Meeting Members’ Needs

The I&A Wordpress blog is a space for section members to share their thoughts, experiences, and needs as they relate to archival outreach and advocacy efforts. The “Archivists on the Issues”

(a forum for archivists to discuss the issues we are facing today) and “ICYMI” (provides summaries of presentations, publications, webinars, and other educational opportunities that are of interest to I&A members) accept submissions on a rolling basis to reflect the viewpoints of I&A section membership in real time. Additionally, through the use of small break out groups at the 2020 I&A section membership meeting, meeting participants were able to practice using the tools presented in the first half of the meeting to evaluate the labor aspects of a recent, current, or planned project at their institution.

ANNUAL MEETING

Number of Attendees: 35-140 (varied)

Summary of Meeting Activities: Section chair Joanna Black began the meeting by acknowledging new and departing section leadership, followed by a recap of the preceding year’s events. Highlights included blog posts from guest contributors as well as joint meetings with the Committee on Public Awareness, Committee on Public Policy, and Regional Archives Association Consortium. The decision to donate I&A section funds to the Archival Workers Emergency Fund was also discussed. After Joanna’s recap, Sandy Rodriguez and Ruth Tillman presented their session, titled “Designing for labor equity: evaluative tools from the Collective Responsibility project.” Their presentation and explanation of the session was followed by an activity, during which participants divided into smaller groups, then read and evaluated the feasibility of job description examples. The session was concluded with a discussion of the activity and links for the evaluative tools provided.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Because of the strength and skills of former leadership, the section internally looks healthy though membership is currently pretty quiet. Encouraging members to contribute ideas, submit blog posts, and become active in the section is a priority of the steering committee, but is easier said than done. During the last half of the 2019/2020 term, the pandemic disoriented many of us, and it has since been a challenge to engage members in a purely digital setting.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Email listservs and blog posts are the most effective means of communicating with the I&A membership, especially in a pandemic.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Yes: because issues and advocacy topics touch every aspect of the profession, nearly every SAA section shares overlap with the I&A Section. The sections most closely overlapping with the I&A section: Students and New Archives Professionals; Accessibility and Disability; Lone Arranges; Archivists and Archivists of Color; Diverse Sexuality and Gender; Human Rights Archives; Native American Archives; and Reference, Access and Outreach.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

The advancement, evolution, and care that moves this field forward.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

No

QUESTIONS FOR COUNCIL

None

Labor Archives Section

Council Liaison: Eric Chin

Report Submitted by: Conor Casey

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Benjamin Blake	8/15/2019	9/1/2021
Co-Chair	Conor Casey	8/6/2016	9/1/2020
Council Liaison	Eric Chin	7/24/2019	9/1/2022

ACTIVITIES

Completed: Updates to the Directory of Labor Repositories in the US and Canada, the primary listing of labor and labor related collections in North America.

Ongoing: Outreach to regional and professional association conferences such as the Labor and Working Class History Association, SAA, and the North American Labor History Conference. This has taken the form of tabling at conferences, LAS-branded sessions at conferences, and a column in LAWCHA's newsletter. LAS has its own Facebook Page, which is used to share news among members and our stakeholder communities. LAS always makes at least one proposal of an education session for the SAA main program. Last year, we had a well-attended session on outreach with social justice and working class collections as an organizing principle. As well, we made a proposal for two sessions and a pop-up session for the 2020 program which were not accepted. As well, we always have a speaker at our annual business meeting. Last year, we heard from the new director of the Kheel Center for Labor-Management Documentation at Cornell. This year, we heard from Chris Garlock on various labor media initiatives or interest for archival outreach, including the Labor Radio and Podcast Network.

New: Several new working groups were formed in August of 2019 and reconvened in 2020 to explore projects of interest to the Section. Linked Data Working Group Regional Labor Records Surveys Working Group Documenting the Now/Dynamic Documentation Working Group Monthly Zoom meetings to allow for more regular collaboration and information and resource sharing among LAS members.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

LAS' working groups and outreach activities at labor and labor history conferences, as well as our column in LAWCHA's newsletter, are at providing insight into the value of archives and archivists within our main stakeholder communities of labor historians and educators.

Goal 2: Enhancing Professional Growth

Our education session proposals at SAA, LAWCHA, and NALHC are meant to provide

opportunities for professionals of all levels to present with supportive colleagues. As well, the heads of working groups and section co-chairs are often recruited from archivists who have previously not been as involved in LAS activities or are newer in their positions. This is true of the selection of speakers at our annual business meeting as well.

Goal 3: Advancing the Field

LAS' recent foray into working groups is aimed at positioning ourselves to leverage newer trends and initiatives in archives, history, and the humanities. Exploring linked data and documenting the now are both efforts to position ourselves into current professional dialogues.

Goal 4: Meeting Members' Needs

Several years ago, we took a survey of Section members. Most of them said their main interest in LAS was the information-sharing round robin portion of our business meeting. Because of that, we've tried to retain time for that discussion every year at SAA. Based on the lively discussion we have every year, it seems like that core need continues to be satisfied. Of course, many of us are also at institutions with an expectation of presenting research at conferences. Our section's leadership role in planning sessions that provide members a chance to do so is part of fulfilling that need.

ANNUAL MEETING

Number of Attendees: Zoom RSVPs 60. Actual members in attendance: c. 17

Summary of Meeting Activities: Chris GARLOCK will give a presentation on "Labor History Today," the labor history podcast network, and DC LaborFest, with particular reference to recent links to Black Lives Matter. Business meeting, with a discuss of ongoing and new projects.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

I think the main event for our members is our annual business meeting at SAA, though we've also had good attendance of a Labor Archivists' Retreat at the North American Labor History Conference in 2016 and 2018. We continue to contact other members about collaborations such as grants, conference presentations, and documenting BLM and the impact of COVID-19 on workers.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

The Facebook page and the listserv both seem to be good for tandem communication. I think the weakness of both is the regularity of content and postings, but that is quantitative rather than qualitative. Members regularly ask questions of colleagues via our listserv.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

Our section is fairly niche. I could see how other sections could be combined, but while we might consider doing joint education sessions or popups with other Sections, I think the audience, stakeholder communities, and history of labor archives is so specific as to make combining this section with another a proposal that would result in a great loss and community. I've heard several members say that the LAS or presenting as part of a LAS-organized session is one of the main reasons they attend SAA. Many members are labor archivists first rather than "just" archivists of labor collections, and I worry some might no longer joining SAA or attending annual meetings if the section's focus was lost.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

I suppose our section relates to a theme of collections documenting social justice and historically marginalized communities.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I expressed my concerns above. This was last discussed around 2013 or so, and my observations are based on discussions at our business meeting and at other professional events about the kind of loss such a merger or affiliation would represent to LAS. There even might be a chance we'd still try to meet offsite at a nearby location during the annual meeting or via Zoom, but I think this would also be a loss to SAA in terms of representing the full diversity of some types of specialized repositories in SAA. I doubt the Business Section would ever be merged into another one, for example, and yet the Labor Section represents a counterpart to the records represented by the repositories affiliated with that section.

QUESTIONS FOR COUNCIL

None were surfaced at our annual business meeting. The only concern voiced amount the co-chairs was the potential of the absorption of LAS into another larger working group that was similar but not close enough to allow us to have the kind of highly impactful, targeted meeting we tend to have every year at SAA.

Latin American and Caribbean Cultural Heritage Archives Section

Council Liaison: Petrina Jackson

Report Submitted by: Amanda Moreno

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Christina Bleyer	8/15/2019	9/1/2021
Co-Chair	Amanda Moreno	8/18/2018	9/1/2020
Steering Committee Member	Beatrice Skokan	8/15/2019	9/1/2021
Steering Committee Member	Elizabeth Cruces	8/15/2019	6/11/2020
Communications Liaison	Dylan Joy	8/15/2019	9/1/2021
Council Liaison	Petrina Jackson	8/18/2018	9/1/2021

ACTIVITIES

Completed: We continued the Desmantelando Fronteras/Breaking Down Borders webinar series, dedicated to promoting archival projects and initiatives from Latin America and the Caribbean, with two webinars in June 2020. This year's first webinar featured a presentation from Sarah Aponte and Jhensen Ortiz from the CUNY Dominican Studies Institute at The City College of New York. Sarah and Jhensen talked about open source digital educational resources related to Dominican Studies. The second webinar highlighted the work of colleagues in the Latin American North East Libraries Consortium - Samantha Abrams, Jill Baron, Talía Guzmán-González and Sócrates Silva - who developed a web archiving project to document the 2018 Brazilian presidential transition. We had close to 40 attendees at each event. Both webinars are available on LACCHA's Facebook page at [Facebook.com/saalaccha](https://www.facebook.com/saalaccha).

Ongoing: The Desmantelando Fronteras/Breaking Down Borders webinar recordings will soon also be available through the University of Miami Libraries Scholarly Repository at scholarship.miami.edu. The new co-chairs Christina Bleyer and Camila Tessler will continue this series.

New: Christina and Camila plan to reinvigorate our blog, Memoria, as well as look into developing a podcast to highlight the work of archival practitioners working with Latin American, Caribbean, and Latinx collections.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Our webinar series educates our membership on the importance of archives in Latin America and the Caribbean, as well as collections that document the Latinx experience in the United States. The discussions and conversations that come out of these meetings provide a platform for the

sharing of diverse professional experiences and underscore the depth and breadth of collections that document the global Latinx diaspora.

Goal 2: Enhancing Professional Growth

When developing content for the webinar series, we have sought out speakers who can impart technical as well as regional knowledge that our section members would find useful and interesting. This virtual programming has been especially fruitful during COVID-19 because it has broadened our audience. The invited speaker for our Annual Section Meeting, Sunity Maharaj, gave an interesting perspective about archival work in Trinidad and Tobago that we would not have otherwise had the opportunity to hear if we had met for the Annual Meeting in Chicago. Our activities have allowed us to cross borders online and foster professional growth and interaction internationally.

Goal 3: Advancing the Field

We actively sought out nominations for our section leadership, reaching out to individuals at various points in their career trajectory to encourage their involvement with LACCHA. This led to the largest pool of Steering Committee Member applicants we had received in years. The webinar series and presentations during the Annual Section Meeting have allowed us to horizontally spread professional knowledge with our membership, and to partner and collaborate with colleagues throughout the U.S. and the Caribbean.

Goal 4: Meeting Members' Needs

We use social media to share relevant information about collections and developments in Latin American archival practice on our Facebook page to keep everyone updated and connected. The webinar series is our front-line connection to our Section membership as well as an educational opportunity for them.

ANNUAL MEETING

Number of Attendees: 57

Summary of Meeting Activities: This year we held a joint meeting with the International Archival Affairs Section (IAAS). We began with an update from Petrina Jackson, our SAA Council Liaison, and read an announcement from Cal Lee, Editor of the American Archivist. We then moved into business meetings for both sections, where we announced the election results and gave a brief history and recap of our webinar series. Christina Bleyer then discussed her upcoming plans for LACCHA. IAAS invited Stacy Belcher Lee, Ryder Kouba, and Brad Bauer to speak about "Accessibility in Times of Turmoil at NYU Abu Dhabi and the University of Hong Kong: COVID-19 and Social Protests." LACCHA invited Sunity Maharaj to discuss the mission and work of The Lloyd Best Institute of the Caribbean in Trinidad and Tobago. There was a lively discussion between panelists and section members.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The section membership is engaged. We have noticed an increase in attendance at virtual programming as more people become used to holding meetings in the online space. The new leadership of the section is poised to expand our activities and create more potential forms of engagement for the section's members.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Email listserv and webinar meetings.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

We often work with the International Archival Affairs section and plan to continue this collaboration. I also see overlap in the scope for the Archives and Archivists of Color section and the Human Rights section.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

The overarching theme would be diversity.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I look forward to continued collaborations across sections.

QUESTIONS FOR COUNCIL

We do not have any questions at this time.

Local Government Records Section

Council Liaison: Melissa Gonzales

Report Submitted by: Emily Gonzalez

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Emily Gonzalez	8/3/2019	9/1/2020
Vice Chair / Chair-Elect	Amanda Fallis	8/15/2019	9/1/2020
Steering Committee Member	Diana Banning	8/18/2018	9/1/2021
Steering Committee Member	Christina Bryant	8/18/2018	9/1/2022
Steering Committee Member	Margaret Crilly	8/18/2018	9/1/2021
Steering Committee Member	Jeanie Fisher	8/15/2019	9/1/2022
Steering Committee Member	Phillip Smith	8/18/2018	9/1/2021
Council Liaison	Melissa Gonzales	8/18/2018	9/1/2021

ACTIVITIES

Completed: - Held two webinars related to potential topics of interest to members: the Committee on Public Policy and a collaborative municipal records project led by John Slate, City Archivist for the City of Dallas, and Dave Evans, Corporate Archivist for the Liquor Control Board of Ontario.

Ongoing: - Continue to reach out to archivists from different US regions

New: - Contacting other groups to brainstorm ways to collaborate

- Brainstorming more quarterly webinars or online presentations for members, including online recaps of presentations given by other members at conferences (especially for those who don't receive professional development money)

- Update section's Facebook page

- Explore the possibility of liaison groups around the US, providing support for municipal archivists

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

- Encouraging section participation in the listserv and elections by soliciting survey feedback

Goal 2: Enhancing Professional Growth

- Hosting webinars on topics of interest to the section (COPP, municipal records project)

Goal 3: Advancing the Field

- Holding discussions with other leaders in the municipal archives realm (municipal records project)

Goal 4: Meeting Members' Needs

- Conducting a member survey

ANNUAL MEETING

Number of Attendees: 60

Summary of Meeting Activities:

- Business meeting: Update on delayed section elections; recap of the past year's activities, including how to get involved with a municipal records documentation project.

- Council liaison report

- Panel on government records archives and their relationship with local government archives/records programs, featuring 3 speakers from different government archives in the US: Courtney Bailey (State Archives of North Carolina), Dave Joens (Illinois State Archives), and Mike Saunders (Washington State Archives)

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Our section is moderately energetic. We are definitely less-engaged than some other sections, but those members that do participate are enthusiastic and willing to help each other.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Email listserv

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Government Records, Records Management, Privacy & Confidentiality, Public Library Archives & Special Collections

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Issues surrounding the management of government records and archives, on the larger (government) and smaller (municipal/county) scale.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Not at this time.

QUESTIONS FOR COUNCIL

Not at this time.

Lone Arrangers Section

Council Liaison: Brenda Gunn / Derek Mosley

Report Submitted by: Katrina O'Brien

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Ruth Slagle	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Katrina O'Brien	8/18/2019	9/1/2020
Immediate Past Chair	Debra Schiff	8/15/2019	9/1/2020
Steering Committee Member	Casey Bowser	8/18/2018	9/1/2020
Steering Committee Member	Ingi House	8/15/2019	9/1/2021
Steering Committee Member	Michael Maloney	8/18/2018	9/1/2020
Steering Committee Member	Ann Merryman	8/15/2019	9/1/2021
Steering Committee Member	Nora Reilly	8/18/2018	9/1/2020
Newsletter Editor	Ashley Levine	2/28/2018	
Web Liaison	Pamela Nye	11/13/2018	
Council Liaison	Brenda Gunn	7/29/2017	9/1/2020
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

ACTIVITIES

Completed: Offered panel discussion during annual section meeting covering the moving of large collections. Outgoing chair was mostly inactive as incoming chair, resigned prior to holding 3rd year outgoing chair/nominating committee chair.

Ongoing: No open projects.

New: Review the role of LAS steering committee and transition towards more role-specific titles before the next election cycle; survey members on their demographics and interests; assess past LAS resources and define future plans.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Produced two LAS members newsletters

Goal 2: Enhancing Professional Growth

Provide professional samples for members to utilize through LAS connect library

Goal 3: Advancing the Field

2020/2021 assessments hope to expand this and other strategic goals

Goal 4: Meeting Members' Needs

Making first steps in surveying LAS members and steering committee reorganization

ANNUAL MEETING

Number of Attendees: 123

Summary of Meeting Activities: Intros by incoming chair; four members of LAS leadership gave presentations on moving or rehousing large collections with a Q&A afterwards; and finished with an open forum for members to share their responses to COVID19.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Members are very active in the listserv and hoping to tap that energy in completion of a LAS members survey.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Leadership works best with email and zoom meetings; listserv is the main form of engagement by LAS members.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

LAS is overdue in assessing its members' needs, demographics and interests – an issue I hope to remedy in the coming 20/21 session year. Generally, LAS members cover a wide range of foci, institutional types, collections, and professional levels – a planned 20/21 survey asking about active involvement in other sections will offer a more grounded response.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

See above and below.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Lone Arrangers' strength is its members looking for professional community when not having or having limited in-work or regional professional network, not bound to a collection or institution type, work process or specialization, or social or demographic group. To my knowledge there is no other section that provides this and is unique to LAS.

QUESTIONS FOR COUNCIL

Not at this time.

Manuscript Repositories Section

Council Liaison: Brenda Gunn / Derek T. Mosley

Report Submitted by: Brenna Edwards

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Brenna Edwards	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Leslie Van Veen McRoberts	8/15/2019	9/1/2020
Immediate Past Chair	Alison Clemens	8/1/2019	9/1/2020
Steering Committee Member	Laura Bell	8/15/2019	9/1/2021
Steering Committee Member	Patrick Dollar	8/15/2019	9/1/2021
Steering Committee Member	Jennifer Motszko	8/18/2018	9/1/2020
Steering Committee Member	Lori Myers-Steele	8/15/2019	9/1/2021
Steering Committee Member	Nathan Saunders	8/18/2018	9/1/2020
Steering Committee Member	Florence Turcotte	8/18/2018	9/1/2020
Council Liaison	Brenda Gunn	7/29/2017	9/1/2020
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

ACTIVITIES

Completed: Membership survey, fall 2019 Resume Review project third year, fall 2019 - spring 2020 SAA joint annual section meeting with the Privacy and Confidentiality Section, July 2020

Ongoing: Rethinking newsletter to better connect with members and give them updates they care about, 2019 - 2020

New: TBD

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Manuscript Repositories Section began the process of rethinking our section newsletter this year, to figure out the best way to keep our section informed, as well as make sure stories about archives and archivists are getting out to the community and beyond. Some things we talked about were how often the newsletter goes out, if we should pivot towards a blog format, and do people actually read it. We also talked about reaching out to survey participants to write on topics they were interested in/knowledgeable about to help further the profession through peer-teaching and learning.

Goal 2: Enhancing Professional Growth

This year, the Manuscript Repositories Section successfully conducted their third year of the

Resume Review Project. While we kept it to the section still, we did discuss the possibility of expanding the service to beyond our section in the future. We had 35 people have their resume reviewed, and we also received valuable feedback on how to improve the project going forward. We look forward to continuing this project.

Goal 3: Advancing the Field

Joint meeting with Privacy and Confidentiality Section on intersection of our two sections, including access restrictions, legal minefields, digital frontiers, and other similar topics.

Goal 4: Meeting Members' Needs

In fall 2019, the Manuscript Repositories Section conducted a membership survey to gather more information about how the Section can help support our members better. The survey had 46 responses, which is a 6% response rate, based on members noted on SAA Connect platform. The survey allowed members of the Steering Committee to gain insight into who makes up our section, as well as what they were interested in the section talking about in the future. This survey also informed our annual section meeting topic and agenda with the Privacy and Confidentiality Section.

ANNUAL MEETING

Number of Attendees: 204

Summary of Meeting Activities: After a Council update by Petrina Jackson (who presented on behalf of Brenda Gunn, due to a scheduling conflict), both the Manuscript Repositories Section and the Privacy and Confidentiality Section presented their year in review, along with election results and thanked departing section leaders. Menzi Behrnd-Klodt then presented two data privacy issues that have occurred over the past year: the European Court of Justice striking down the EU-US Privacy Shield and California Consumer Privacy Act of 2018 becoming effective as of January 1, 2020. Behrnd-Klodt explained how these issues affect archivists, while also talking about a specific case, which was also scheduled to be discussed at the Council meeting on August 3rd. The second presenter, Leslie Van Veen McRoberts, presented case studies on restricted materials at Michigan State University (MSU). Collections included were the Records of the Michigan Womyn's Music Festival, the Papers of Robert Coles, and the Papers of Lev Raphael. McRoberts discussed the restrictions of each collection, and also if MSU had come to a conclusion about how to navigate the collections with the restrictions. The meeting concluded with a question and answer session, comprising both of questions sent in before the panel via Google Forms and live questions from the Zoom audience.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

While we have over 750 members based on SAA Connect, as mentioned above, only 6% of members responded to our survey this past fall. Our listserv has also drifted more towards announcements, rather than discussion and sharing knowledge. Based on this information, I would say we're healthy in terms of numbers, but low on energy (which could be because of the pandemic/constant news cycle/mass of emails in a day). The people who did respond to the survey seemed very enthusiastic and engaged and provided great suggestions on things we could tackle as a section in the future.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

For announcements, the listserv works well. For discussion, I think the annual section meeting works either virtually, or in person - it's kind of hard to measure this year, as we did a joint session.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

Since we are one of the more general sections, I feel like we overlap with a lot of sections, which I suspect is why our listserv is mainly for news items only.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Manuscript Repositories? We're already pretty broad, so I would say our current name is the best overarching theme.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I don't believe we should merge, but also, siloing into each individual thing could be overwhelming. Striking that balance is important - if it's too big, then people may feel like their question is too specific and choose not to send it out.

QUESTIONS FOR COUNCIL

N/a

Metadata and Digital Object Section

Council Liaison: Meg Tuomala

Report Submitted by: Carolyn Runyon

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Carolyn Runyon	3/6/2019	9/1/2020
Co-Chair	Elizabeth Wilkinson	10/1/2019	9/1/2021
Steering Committee Member	Courtney Butler	2/22/2018	9/1/2020
Steering Committee Member	Elisa Landaverde	2/22/2018	9/1/2020
Steering Committee Member	Rachel Searcy	10/1/2019	9/1/2022
Steering Committee Member	Angela White	8/18/2018	9/1/2021
Education Coordinator	Natalia Gutierrez-Jones	10/1/2019	9/1/2022
Social Media Coordinator	Rebecca Pattillo	2/22/2018	9/1/2020
Web Liaison	Jessica Serrao	10/1/2019	9/1/2022
Council Liaison	Meg Tuomala	7/24/2019	9/1/2022

ACTIVITIES

Completed:

Special Election, 2019 September-October

In September and October 2019, the MDOS Steering Committee staged a special election to fill the following vacancies: 1 Steering Committee Co-Chair, 1 Steering Committee Member, 1 Education Coordinator, 1 Web Liaison. In order to attract candidates, the Co-chair of the Steering Committee reached out to individuals who posted to the MDOS listserv in the past two years. The committee received five nominations for the four vacant positions, and the section elected the following people to serve on the steering committee: Elizabeth Wilkinson (Co-chair, October 2019-August 2021), Rachel Searcy (Steering Committee Member, October 2019-August 2022), Natalia Gutiérrez-Jones (Education Coordinator, October 2019-August 2022), and Jessica Serrao (Web Liaison, October 2019-August 2022).

General Election, 2020 May-July

The following members were elected to and accepted positions on the Steering Committee in July 2020: Christy Bailey-Tomacek (Social Media Coordinator, 2020-2022), Randi Johnson (Member, 2020-2022), Clayton Ruminski (Member, 2020-2022), and Mike Shallcross (Co-chair, 2020-2021).

Email and Social Media Account Guidelines

In February 2020, the MDOS Steering Committee created a Google account (MetadataAndDigitalObjects@gmail.com) to better manage the section's social media presence

as well as provide a space for working documents. The Steering Committee also drafted accompanying Email and Social Media Accounts Guidelines in order to maintain accounts as leadership transitions each year.

Ongoing:

Microsite Revision and Style Guide

The MDOS Steering Committee's Web Liaison revised the microsite and drafted a set of guidelines to ensure consistency and timeliness of information available to Section members.

Education Resources

The MDOS Steering Committee's Education Coordinator created a set of Educational Resources on topics ranging from Born Digital and Data Curation to Crowdsourcing and Inclusive Description. The resource also includes links to Networks and Communities of Practice and Listservs where members can learn more.

New:

Early-Career Member Initiative Participation

In April 2020, the Steering Committee decided to participate in SAA's Early-Career Member initiative by hosting an early-career archivist seeking mentorship in professional service. To advance and codify this effort, the committee will need to offer a carefully scoped project which is supervised by a more experienced member of the group. The immediate past Senior Co-chair of the Steering Committee could play this role; however, the Steering Committee may consider updating their Standing Rules in order to make Co-Chair a three-year term as follows: first year as Co-chair, second year as Chair, third year as Past-chair. Additionally, this practice would allow for greater sustainability.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

NA

Goal 2: Enhancing Professional Growth

The MDOS Steering Committee delivered information and education via methods that are accessible, affordable, and keep pace with technological change by hosting an annual meeting featuring presentations from practitioners related to digital object metadata, digitization, and archival description.

Goal 3: Advancing the Field

The MDOS Steering Committee disseminated research in and about the field by creating a set of Educational Resources on topics ranging from Born Digital and Data Curation to Crowdsourcing and Inclusive Description. The resource also includes links to Networks and Communities of Practice and Listservs where members can learn more.

Goal 4: Meeting Members' Needs

The MDOS Steering Committee ensured that leaders are accessible and that their work is transparent by creating new guidelines for publishing timely web content, including steering committee meeting minutes, announcements, annual meeting details, and annual reports. The group also created opportunities for members to participate fully in the association by offering an Early-Career Member the opportunity to volunteer to serve as a member of the Steering Committee for one year without seeking election, thereby lowering the barrier to participation in the Association.

ANNUAL MEETING

Number of Attendees: ?

Summary of Meeting Activities: Several members of the MDOS Steering Committee began meeting with members of the Description Section to plan a joint meeting early in Spring 2020. The group quickly determined to host a “marketplace of ideas” for which we would solicit facilitators to lead discussions regarding aspects of archival description, metadata, and digital object curation. Unfortunately, the global Coronavirus pandemic forced us to shift gears, opting to host a solo meeting featuring the following 10-minute presentations: Capturing Metadata for Description of Born Digital Collections: A Simple Tool by Lara Friedman-Shedlov; Digitizing the Cleveland Play House Production Photographs: Using Performance Past to Inspire Future Workflows by Eleanor Blackman, Stephanie Becker, and Anne Kumer; Basic Finding Aid Clean-Up Using OpenRefine by Bailey Hoffner; and Building Bridges and Simplicity: Creating an Easy-to-Use App for EAD Export, Cleanup, and Display by Corey Schmidt. THE presentations were well-received and garnered praise from several people during the online session.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The Steering Committee is very engaged. This year, I witnessed a dynamic group of people pivot and re-focus after shifting gears multiple times to accommodate new remote working situations and the shift of the Annual Meeting to a virtual format.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Email listserv, Twitter, Web conferencing

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

The following sections sometimes overlap with MDOS: Description, Web Archiving, and Electronic Records.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

I'm not sure. Curation, maybe?

Do you have any concerns or questions about the potential for your section to merge or affiliate?

No, I think it's a good idea to re-evaluate all of the sections and make sure they are working as cohesively as possible.

QUESTIONS FOR COUNCIL

No.

Military Archives Section

Council Liaison: Steven Booth / Rachel Winston

Report Submitted by: Laura Jowdy

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Laura Jowdy	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Eliot Wilczek	8/15/2019	9/1/2020
Secretary	Amy Mondt	8/18/2018	9/1/2022
Communications Liaison	Chris McDougal	8/15/2019	9/1/2021
Council Liaison	Steven Booth	7/29/2017	9/1/2020
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

ACTIVITIES

Completed: Planned targeted site visit during 2020 annual meeting, that had to be canceled along with the physical annual meeting.

Ongoing: Revised directory of military archives

New: *Social media outreach that aligns with anniversaries and holidays *Hosting meetings/coffee talks with other sections on special topics *Survey of section members

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Military archives directory provides an on-going record of how diverse and many-faceted archives are, even with regard to military archives. This provides evidence of how archives touch all lives.

Goal 2: Enhancing Professional Growth

Our listserv is the best, most direct method for those seeking answers for questions on military archives.

Goal 3: Advancing the Field

no idea.

Goal 4: Meeting Members' Needs

Our listserv is the best, most direct method for those seeking answers for questions on military archives.

ANNUAL MEETING

Number of Attendees: 46

Summary of Meeting Activities: Three sections: 1) Section business 2) update on the Virtual Footlocker Project 3) Presentation on government classification and declassification processes by ISOO employees

Link to Meeting Minutes: <https://www2.archivists.org/groups/military-archives-section/military-archives-section-2020-annual-meeting-summary>

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Not horribly energetic. But members are extremely helpful to each other with specific requests for help.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Email

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Yes, particularly: Government Records, Local Government Records, Museum Archives, Lone Arrangers But the unique thing about the Military Archives Section is that it really can overlap with almost all sections because almost all archives can/do contain or deal with something military.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

no idea.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

My concern would be that right now, the Military Archives Section appeals to archivists across a broad range of disciplines/subjects/work arenas - that was the purpose in creating it. I think the inclination would be to just group us with the Government Records groups, which then effectively "cuts off" those who otherwise are not that engaged with government records from the expertise and help of those who work with military archives.

For example, I'm a Lone Arranger at a military veterans-service non-profit. The great value of the Military Archives Section for me is that it lets me interact with others directly involved with military archives and not just general government records. I have a direct pipeline to those involved with military archives in government, military, corporate, VSO, and museum arenas. I would lose that connection if the Military Archives Section was melded into a larger group. I've

spoken with others in my same situation for whom the Military Archives Section has been a blessing in providing answers or advice where they otherwise didn't know where to turn.

QUESTIONS FOR COUNCIL

*Please explain more on this merging idea.

*Possible funding requests for military archives directory or site visit funds at next year's annual meeting.

Museum Archives Section

Council Liaison: Melissa Gonzales

Report Submitted by: Katrina O'Brien

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Katrina O'Brien	8/3/2019	9/1/2020
Vice Chair / Chair-Elect	Sharad Shah	8/15/2019	9/1/2020
Secretary	Tara Laver	7/29/2017	9/1/2020
Newsletter Editor	Cate Peebles	8/18/2018	9/1/2020
Web Liaison	Shannon Morelli	8/18/2018	9/1/2020
Council Liaison	Melissa Gonzales	8/18/2018	9/1/2021

ACTIVITIES

Completed: Developed MAS's 2020 members survey (bit.ly/MAS2020Survey) and shared findings at annual section meeting.

Ongoing: MAS Working Group is updating the Museum Archives Guidelines to be completed in 2021.

New: Based on members survey responses, increasing presence of online presentations; we will be reaching out to members for more specific input in development. MAS Working Group will be updating the Standards & Best Practices Resource Guide.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Created a members survey to better understand the present state of Museum Archives as a profession, including present responsibilities, salary, and staffing, as well as responses to COVID19. A findings summary was presented to the members.

Goal 2: Enhancing Professional Growth

Updating the Museum Archives Guidelines, a professional resource available on the SAA MAS webpage, to reflect changes in the field while outlining components needed in the development and administration of archival programs.

Goal 3: Advancing the Field

Both the updating of the guidelines and dissemination of the members survey increased the self-reflection of the field and provided stronger relevant resources.

Goal 4: Meeting Members' Needs

The survey asked specifically what the members wanted from the group and what the section's priorities should be – this directly determined the coming year's plans.

ANNUAL MEETING

Number of Attendees: 132

Summary of Meeting Activities: Outgoing and incoming chair made introductions; section officers shared highlights/updates covering the website and newsletter; working group chair covered guidelines updates; outgoing chair shared findings from members survey; and finished meeting with open forum for members to share their museums/archives' responses to COVID19.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

While we did have a lack of self-nominations for the leadership elections this time around (which had more to do with the uncertainty of museums amidst COVID), many MAS members did fill out the section's members survey. MAS listserv has medium activity but the survey did point out that many are using the guidelines and P&P examples made available on the MAS website.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Leadership works best with email and zoom meetings; listserv is the main form of engagement by MAS members. The MAS Working Group uses shared google doc folder and email.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

While LAMs (libraries, archives, museums) are regularly lumped together or segmented beside gov't and business archives, having a section that focuses specifically on museums is an asset to SAA and MAS members.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

See above and below.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

There seems to be a trend that when museum archives are grouped in with others that the specific needs and experiences of museum archives professionals are downgraded for more populous or institutional supported segments. The value of having a section devoted to museum archives is seen in the working group, its members, and their use of MAS specific resources made available.

QUESTIONS FOR COUNCIL

Not at this time.

Native American Archives Section

Council Liaison: Ricardo Punzalan

Report Submitted by: Caitlin Haynes

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Caitlin Haynes	8/1/2019	9/1/2020
Vice Chair / Chair-Elect	Rose Buchanan	8/15/2019	9/1/2020
Steering Committee Member	Sara Guzman	8/15/2019	9/1/2021
Steering Committee Member	Julia Hause	8/15/2019	9/1/2021
Steering Committee Member	Diana Marsh	8/15/2019	9/1/2020
Steering Committee Member	Liza Posas	8/18/2018	9/1/2020
Steering Committee Member	Melissa Stoner	8/18/2018	9/1/2020
Steering Committee Member	Nicole Topich	7/29/2017	9/1/2021
Council Liaison	Ricardo Punzalan	8/18/2018	9/1/2021

ACTIVITIES

Completed: This year, NAAS continued our work on our SAA Foundation-funded project, “Implementing the PNAAM: Webinar Series and Toolkit,” producing the first three of our five proposed webinars led by colleague and former NAAS Chair, Dr. Jennifer O’Neal, and aggregating related resources on our NAAS microsite project page and the Sustainable Heritage Network. These first webinars focus on the tangible ways that archivists and archival institutions can effectively, realistically, and responsibly build relationships of mutual respect with source communities represented in their collections, balance varying perspectives regarding collection access, and incorporate Native knowledge into their records. For each, Dr. O’Neal spoke with archival professionals who completed collaborative projects guided by the PNAAM, and together with NAAS members, aggregated related resources – including worksheets, websites, example documentation and more – to supplement webinar discussions. Further details on the webinars and featured speakers is listed below. The NAAS microsite page on our project, “Implementing the PNAAM: Webinar Series and Toolkit” can be found here: <https://bit.ly/3bjTzLO>.

- Webinar 1: “Building Relationships of Mutual Respect.” Interview with archivist Jonathan Pringle regarding his work at Northern Arizona University.
- Webinar 2: “Striving for Balance in Content and Perspectives.” Interview with Brian Carpenter, Curator of Native American collections at the American Philosophical Society.
- Webinar 3: “Providing Context through Centering Indigenous Voices.” Interview with the team from the Tribesourcing Southwest Film Project.

NAAS also collaborated on multiple occasions this year with the Human Rights Archives Section (HRA) to share the complexities of Native American archival materials – including Native information sovereignty – with the wider archival community. In October 2019, we partnered with HRA to co-host a webinar in their “Rights and Records Webinar Series,” featuring the work of the National Native American Boarding School Healing Coalition (NABS) in locating and aggregating dispersed archival records documenting Native American boarding school history. We later co-wrote a piece for *Archival Outlook* on this topic, titled “A Human Rights Issue: The Records of Native American Boarding Schools.” The wonderful feedback and interest generated from our work with HRA prompted our two sections to co-host a joint section meeting at the SAA Annual Conference where we shared our experiences planning and hosting collaborative webinars and further discussed the issue of Native American information sovereignty as a human right. Further information on our section meeting can be found in the “SAA Section Meeting” portion of this report below.

Other collaborative outreach work was undertaken by the NAAS this year, including our ongoing engagement with the Association of Tribal Archives, Libraries, and Museums (ATALM). Members of NAAS attended ATALM’s annual conference in October 2019, held this year in Temecula, California. For all three days of the conference NAAS hosted a booth in the Exhibit Hall where we shared resources and information about the section and SAA more generally and encouraged ATALM members to get involved. NAAS members also presented an information and listening session at the annual ATALM conference, entitled “Protocols 101: An Interactive Discussion with the Native American Archives Section,” in which we discussed NAAS initiatives with the PNAAM and sought feedback from ATALM members and Tribal archivists on the factors that make collaborations between Native and non-Native archivists successful. Information gathered during this session was incorporated into our work on the “Implementing the PNAAM: Webinar Series and Toolkit,” guiding the planning of NAAS’s SAA panel on the PNAAM as well as other ongoing projects. NAAS’s proposal for a session at the ATALM 2020 annual conference was accepted, although the conference has been cancelled due to the ongoing COVID-19 pandemic.

NAAS members also created a new section blog to share stories related to archival work with Native American archival collections. This year, we published three new blog posts: “ATALM 2019,” by NAAS Vice-Chair/Chair-Elect, Rose Buchanan; “The Making of a Podcast in the International Year of Indigenous Languages,” by guest author, Joy M. Banks, Program Officer for the Council on Library and Information Resources (CLIR); and “Finding New Ways to Connect at the Sealaska Heritage Institute,” by guest author, Emily Pastore, SHI Archives and Collections Manager. The NAAS blog can be found at: <https://saanativearchives.home.blog/>.

Ongoing: Two major NAAS initiatives undertaken by the NAAS in 2018 and 2019 – our SAA-funded project: “Implementing the PNAAM: Webinar Series and Toolkit,” and the “Access Policies for Native American Archival Materials – Case Studies Series” – remain ongoing.

As outlined in the “Completed Projects” section of this report above, three of the five proposed webinars in our “Implementing the PNAAM” series have been produced, along with the creation and aggregation of related digital resources. The planning and filming of the last two webinars –

delayed due to the unforeseen impact of COVID-19 on work schedules and the availability of NAAS collaborators – is set for fall of 2020. NAAS leadership will continue to report on the status of our “Implementing the PNAAM” webinar series to SAA Council as needed.

The NAAS-sponsored Case Studies Series: “Access Policies for Native American Archival Materials,” has continued to see submissions and interest from the wider archival community. This year, we had three new submissions – two representing museum-affiliated archives and one representing a university-affiliated archives. Two have been peer reviewed and returned to the authors for revision. The third is currently under peer review and should be returned to the authors this week. We hope to publish all three by the end of 2020. In addition, the NAAS team has had commitments for case study submissions from two other archivists, but these have been delayed due to COVID-19 pandemic and the authors’ inability to currently access on-site materials. We expect to receive these submissions in the coming year and will be checking in with these two archivists periodically. NAAS also continued expanding our pool of peer reviewers. We now have nine dedicated reviewers, most of whom have reviewed at least one article over the past year. This upcoming year, NAAS also plans to invite new Steering Committee members, as well as scholarship recipients, to serve as peer reviewers.

NAAS is also continuing efforts to reach and further engage non-Native and Native archivists and librarians outside of the Society of American Archivists who work with Native American archival materials. Last year, NAAS members created a communication and outreach plan to guide section messaging, expand awareness of NAAS work and resources, and encourage participation and representation of Tribal archivists in SAA. This plan has helped to shape our continued communications within and outside SAA, with social media engagement and email inquiries to our NAAS account increasing in 2019 and 2020. In the upcoming year, NAAS leadership hopes to focus even more on these efforts by creating a steering committee position responsible for outreach and communications.

New: This year, SAA Council approved NAAS’s proposal to fund one-year memberships (including conference registration) for five Tribal archivists.

The COVID-19 pandemic caused a delay in this decision, meaning that NAAS had a little under a week to announce the scholarship opportunities and solicit applications before the start of SAA’s annual conference in August. Nevertheless, the response from interested candidates was outstanding, with twelve extremely qualified candidates from across the United States and Canada submitting applications. Nearly all of the five scholarship recipients attended our joint SAA section meeting, and all will be joining NAAS in our upcoming September steering committee meeting. Throughout the year NAAS leadership will continue to check in with these archivists and invite them to participate in NAAS sponsored activities and projects.

Building on conversations from our joint section meeting at the SAA annual conference, NAAS and HRA members are currently working on a new article for *Archival Outlook* on the topic of “decolonizing reading rooms.” We plan to share information on current practices within specific institutions that are helping to change the culture of exclusive archival reading rooms, as well as

further improvements that are needed throughout the archival field to make research rooms and archival engagement more welcoming to source communities and other marginalized groups.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Ongoing projects and outreach work of the NAAS in 2019-2020 has continued to prioritize respectful, responsible, and collaborative stewardship of Native American archival collections, including ongoing advocacy and recruitment of Tribal archivists within SAA and outside organizations.

Goal 2: Enhancing Professional Growth

The NAAS continues to produce a variety of resources and content for archivists – both Native and non-Native – related to the practical application and implementation of the PNAAM. Additionally, further outreach efforts and support from SAA Council facilitated the creation of five, one-year long scholarships for Tribal archivists to join SAA and participate in NAAS meetings and conversations.

Goal 3: Advancing the Field

Since the formal endorsement of the PNAAM by the SAA in August of 2018, NAAS work has focused primarily on providing archival professionals with ample resources and information to navigate and implement the Protocols within their own institutions. Through webinars, case studies, workshops, sample documentation, and more, NAAS efforts related to the PNAAM continue to expand professional knowledge, diversify conversations, and create a more inclusive archival record.

Goal 4: Meeting Members' Needs

The NAAS continues to prioritize the needs and goals of our section members and archivists throughout SAA working with Native American archival materials by advocating for more inclusive practices, developing resources for continued learning, and offering avenues for participants to discuss new ideas, submit feedback, and shape NAAS initiatives.

ANNUAL MEETING

Number of Attendees: 106

Summary of Meeting Activities: This year, the NAAS joined the Human Rights Archives Section for a co-hosted section meeting to share our experience working together on the HRA's Rights and Records Webinar Series and discuss joint interests related to Native American information rights and the PNAAM. Both sections individually presented on committee updates, election results, and outgoing members before beginning our joint discussion. Together, we presented background information on our collaborative webinar with the National Native American Boarding School Healing Coalition (NABS) and shared our thoughts on how the webinar format – especially focused on the ways in which disparate organizations can work together to “re-connect and reclaim records” – can offer new ways of sharing and presenting

information. We also took time to discuss Native American information sovereignty as a human right, and the ways in which the PNAAM can guide non-archival organizations in centering Native voices and knowledge, particularly when it comes to collection access policies.

The meeting was well attended, with many participants from outside HRA and NAAS contributing comments and asking questions – including some of the NAAS scholarship recipients! Of particular note was a thoughtful conversation amongst our section members and attendees regarding the need for archivists and archival institutions to dismantle exclusive, colonial policies and practices in research rooms that at best discourage many Native communities from conducting archival research, and at worst, inflict additional trauma. Many attendees and presenters noted examples of institutions that have implemented change and offered ideas for simple and realistic steps that individual archivists and the field at large can begin to put in place. Following up on this discussion, NAAS and HRA members are currently drafting an article for *Archival Outlook* on the topic of decolonizing archival reading rooms.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

This year, as in previous years, NAAS members were very engaged and dedicated, helping to carry out project tasks, voicing ideas and feedback, and sharing diverse perspectives. Most of our monthly meetings had full attendance, and our section was well represented at our NAAS meeting during the recent SAA Annual Conference, as well as on our section panel: “Protocols 101.”

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Email communication, conference calls, and video meetings have primarily been the best and most effective forms of communication for NAAS.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

The work and mission of NAAS includes issues that overlap with many other sections. We are currently continuing work with the Human Rights Archives Section (HRA) and hope to collaborate in the future with the Archivists and Archives of Color (AAC) Section; the Reference, Access and Outreach (RAO) Section; and the Privacy and Confidentiality Section. All three of these sections are very active, and many of NAAS interests – including the need for additional resources for improving and revising outdated archival description and access policies for culturally sensitive materials - overlap with theirs.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

NAAS members are currently unsure of an overarching umbrella theme that we would be comfortable merging with or affiliating with. Please see our concerns regarding this, outlined in the next question.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

NAAS is very supportive of pan-organizational collaborations and partnerships and remains committed to ongoing projects with fellow SAA sections. We strongly believe that more knowledge is shared through collaborative projects and that further partnerships within SAA could continue to facilitate NAAS communications and initiatives.

That said, NAAS leadership is very hesitant about merging or officially affiliating with other sections as we have concerns that the specific interests of Native American archivists and archival collections may be overlooked or subsumed within any larger body that we might become a part of. NAAS members have worked over the last decade to ensure that the needs of Tribal archivists and materials are appropriately heard and met and to create a more welcoming, inclusive environment within SAA for Native people. Part of this work includes the relationship building we have done with outside organizations like ATALM, and we fear these relationships may be damaged if our section is merged with others and is thus unable to focus NAAS activities and priorities on Native American archival needs as closely as we have in the past.

Furthermore, while “umbrella” groups may be useful in organizing section priorities and activities, depending on what implementation looks like, NAAS worries that affiliation with a larger umbrella group may decenter NAAS projects and goals. To be affiliated with a section “related to underrepresented communities,” for instance, may result in NAAS concerns being subsumed by the concerns of “all underrepresented communities,” and not the responsibility of all archivists, regardless of background or institutional context, to take seriously.

This is not to say that NAAS does not support a revision or re-organization of SAA sections. We simply want to express our concerns and note the need for SAA’s careful consideration of its history with Native/Tribal archivists before implementing any new affiliations or umbrella groups.

QUESTIONS FOR COUNCIL

The SAA Council funding of five Tribal archivists for a one-year membership to SAA was extremely well received by the archival community, generating increased interest in NAAS participation by non-SAA archivists and providing further proof of the barriers to membership for underrepresented communities. During this scholarship cycle, NAAS received twelve applications, in less than four days, from Native American archivists and librarians across the United States and Canada. The five scholarship recipients are committed to engaging further with NAAS and SAA this upcoming year. Many were able to join us for our SAA joint section meeting with HRA and one has even decided to run for a NAAS steering committee vacancy. NAAS is thrilled by the support of SAA Council in making these scholarships a reality.

It is clear, however, that continued funding support is needed for Tribal archivists to more fully participate in SAA. Many scholarship applicants – including awardees – noted limited financial support as a primary reason for not being able to participate in the SAA. Tribal archivists continue to face disproportional challenges in securing funding for professional development. This, combined with the fact that there is clear interest from this professional community as shown by the large number of NAAS scholarship applicants, further demonstrates the importance and need of this funding initiative. Because of this, NAAS requests that SAA Council fund Tribal archivist memberships and conference registrations again for the upcoming year. In doing so, SAA will benefit from the unique experiences and diverse perspectives that Tribal archivists bring to critical issues in the field and prove the organization’s continued commitment to diversity and inclusion. The NAAS steering committee plan to submit a formal proposal on this matter to SAA Council in the coming months.

Oral History Section

Council Liaison: Brenda Gunn / Stephen R. Curley

Report Submitted by: Adrienne Cain

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Adrienne Cain	8/3/2019	9/1/2020
Vice Chair / Chair-Elect	Lindsay Hiltunen	8/15/2019	9/1/2020
Immediate Past Chair	Linh Gavin Do	8/18/2019	9/1/2020
Immediate Past Chair	Jaycie Vos	8/18/2019	9/1/2020
Steering Committee Member	Ellen Brooks	8/18/2018	9/1/2020
Steering Committee Member	Terri Jordan	8/18/2019	9/1/2021
Steering Committee Member	Andrew Kolovos	8/18/2018	9/1/2020
Steering Committee Member	Kelly Revak	8/18/2019	9/1/2021
Council Liaison	Stephen Curley	7/30/2020	9/1/2023
Council Liaison	Brenda Gunn	7/29/2017	9/1/2020

ACTIVITIES

Completed: Updated outdated information and links on our microsite ; Added additional resources to the microsite such as OHA's revised Principles and Best Practices document and links to other web resources.

Ongoing: Developing relationships with national and regional oral history organizations to share tips and best practices in the field ; Revisiting the SAA Oral History Leadership Project to establish steps to finish and add to this collection. The section met with past steering committee members for a better understanding of the goals and direction of this project.

New: Refreshing our website and more utilization of the OH microsite ; Completing the original set of oral histories and eventually adding more to the SAA Oral History Leadership Project which can be done safely by implementing remote interviewing. The desire to add more stems from a need to capture stories from more BIPOC archivists who have impacted SAA ; Creating section programming to occur throughout the year (webinars, workshops, etc.) .

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Working collaboratively with other sections and aligned outside organizations, the Oral History Section exemplifies many ways that archives and archivists serve the public. Oral histories are an accessible and meaningful way to connect the profession to the community.

Goal 2: Enhancing Professional Growth

The section strives to keep members abreast of new developments in the field of oral history. The section also provides guidance, best practices, and tips for members. We also provide links to free oral history-based workshops from affiliate organizations and conferences for members to attend.

Goal 3: Advancing the Field

Working with others from different oral history organizations, the section has developed critical principles and best practices, metadata standards, and related documentation for archival practice and oral history work. These best practices will serve all manner of practitioners at the intersection of these two fields and will promote responsible stewardship of oral history archives.

Goal 4: Meeting Members' Needs

We strive to provide a meaningful, timely section meeting - with both relevant updates from professional collaborators and discussion from local experts - at the annual conference. The section's listserv was actively used by members sharing updates and trends, seeking advice, and conducting research related to the intersection of archives and oral history practice.

ANNUAL MEETING

Number of Attendees: ~100-115

Summary of Meeting Activities: This year's section meeting introduced the new members of the steering committee and showcased several oral history projects within the Great Lakes region. After the showcase, attendees were invited to share their current projects, how COVID-19 has impacted their works, and ways they have adapted to our new working environment.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

I feel that our section is being revived. There is a very strong effort to complete and add to the SAA Oral History Leadership Project that was initiated for SAA's 75th. Our members often engage with the materials shared. I think a social media account for the section on a platform such as Twitter would be useful. Our membership, as well as many other oral history-based organizations, is very active on that platform.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Our steering committee has mostly communicated via Zoom (even prior to COVID-19). We communicate with our membership via email. We would like to utilize our microsite more in the near future.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

Oral history is not just an outcome--oral history is a method of gathering and interpreting first-person experiences, interpreting those in a greater historical context, and then making those narratives accessible. Therefore, when we speak of oral history, we are not just talking about the physical object, but the process to create, preserve, and share that object as well. I'm not too sure of any other sections that deal with their work in the same manner.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Due to the uniqueness of oral history, I am unsure what an overarching theme would consist of or look like.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Oral history is a very niche field. Although it shares the same concerns of many other sections in regard to preservation and access, oral history in itself is a multifaceted process with a unique set of guidelines that is very heavy on ethics. I am unsure of which sections have as much of a weighted interest in ethics as oral history.

QUESTIONS FOR COUNCIL

The section requests \$3,000 for an intern to continue work on the SAA Oral History Leadership Project, as detailed previous chairs, as the funding for the past couple of years never came to fruition.

Performing Arts Section

Council Liaison: Steven Booth / Rachel Winston

Report Submitted by: Helice Koffler

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Brenna Edwards	8/15/2019	9/1/2021
Co-Chair	Helice Koffler	8/17/2018	9/1/2020
Steering Committee Member	Vincent Novara	8/18/2018	9/1/2020
Steering Committee Member	Libby Smigel	8/15/2019	9/1/2021
Newsletter Co-Editor	Kelly Kress	1/1/2019	9/1/2021
Newsletter Co-Editor	Stephanie Neel	3/1/2020	9/1/2021
Web Liaison	Supriya Wronkiewicz	11/13/2018	9/1/2020
Council Liaison	Steven Booth	7/29/2017	9/1/2020
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

ACTIVITIES

Completed: In spite of the many challenges presented by the global pandemic, the Performing Arts Section managed to accomplish several of the goals it had set the previous year and initiated other, sometimes unanticipated, projects in response to some of these challenges.

- Newsletter Performance!, the Section newsletter, successfully recruited an additional co-editor and restored its biannual publication schedule. The Winter 2019 issue, co-edited by Alonso Avila (who already had expressed his need to step down from this role) and Kelly Kress, came out in December 2019 and included articles about the correspondence files of Paul James Parks, a jazz musician who served in the North Africa during World War II, held by the Center for American War Letters at Chapman University; a workshop created by students from School of Information and Library Science at the University of North Carolina, Chapel Hill to develop archival practices among the artists that participate in the University's Carolina Performing Arts program; and a personal account (from the perspective of a dance archivist) of a weekend spent at the Jacob's Pillow Dance Festival. The Summer 2020 issue, co-edited by Kelly Kress and Stephanie Neel (who was appointed this year), will be out shortly and will include: an interview with videographer Mark Robison; a piece from Cal State Dominguez Hills about how the pandemic led them to reconceive a planned exhibit about an African American choral group as an online exhibit; the George Carlin Collection at the National Comedy Center; and a new digital collection of Cleveland Playhouse photographs at Case Western Reserve. This issue will feature the first redesign since 2010 and has been created using a new publishing platform.

- **Microsite development and social media engagement** Web Liaison Supriya Wronkiewicz continued to improve the aesthetics, content, and functionality of the Section microsite). The Section did a soft launch of a Twitter account in September 2019, which, to date, has gained 118 followers with minimal promotion. We also launched a WordPress site that includes a blog, which published its first post in March 2020. The Section set up an Instagram as well, which it has yet to populate.
- **Collaboration and networking opportunities** The Section actively collaborated with other allied groups to offer networking opportunities, tours, and other events of interest for Section members. In February, Section members were invited to a special curator's tour, sponsored by the Theatre Library Association, of "In the Company of Hal Prince," an exhibition at the New York Public Library for the Performing Arts. The Section also offered two happy hour gatherings for section members and other members of the performing arts archives community via Zoom in May and June 2020, as well as a Zoom gathering especially for those archival workers facing precarious employment. Additionally, in August 2020, the Section partnered with the Association of Performing Arts Collections (APAC) to join their members (based in the United Kingdom and Ireland) in groups of three for a round of informal "coffee roulette" chats by videoconference or phone.
- **Planning program for annual business meeting** By February 2020, the Section had a full program planned and set in place for an in-person meeting in Chicago that would have featured the leaders of two local dance documentation projects. We also had confirmed a special repository tour of the Chicago Symphony Orchestra Archives for Section members.

Ongoing: The Section will continue to publish two issues of the newsletter per year, as well as maintain and expand upon its social media engagement with the Instagram, Twitter, and WordPress accounts it established over this membership year. The Section will offer additional virtual meeting opportunities, as well as develop more formal webinars on topics suggested by members.

New: The new Steering Committee has not yet met, but will most likely pursue some of the following goals over the course of the new membership year:

- Continue to document the ways in which numerous arts organizations have creatively activated their archives during lockdown by: utilizing the Section's new Instagram to spotlight this digital content; recognizing outstanding achievements in this area by establishing a Section award or nominating them for a relevant category of existing SAA award.
- Center projects around efforts to challenge institutional racism and economic injustice in archival collections and labor practices.
- Develop and encourage program proposals for the 2021 Annual meeting.
- Plan for 2021 business meeting and a section tour in Anaheim.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Section newsletter, now allied with an enhanced social media presence, contributes to this goal by highlighting the rich diversity of performing arts collections and the archivists who steward them.

Goal 2: Enhancing Professional Growth

Contributing to the newsletter and content for social media posts provides a chance for all archival workers to develop professionally through a timely exchange of information about collections, projects, and emerging trends in performing arts archives.

Goal 3: Advancing the Field

The Section actively seeks collaboration with other SAA sections, but also with affiliated organizations and initiatives in performing arts archives and collections (both nationally and internationally), including: the American Theatre Archive Project; Association of Performing Arts Collections; Dance/USA Archiving & Preservation Department; Theatre Library Association; and SIBMAS.

Goal 4: Meeting Members' Needs

The Section will try to meet members' needs through more frequent meetings by videoconference calls, which might include informal happy hours, as well as the presentation of webinars on directed topics.

ANNUAL MEETING

Number of Attendees: 52

Summary of Meeting Activities: The Section's first ever virtual meeting began with an overview of the year's activities and announcement of election results by the outgoing co-chair and an update by outgoing Council representative Steven Booth. Chicago Symphony Orchestra Archivist, Frank Vilella, who originally was slated to give the group a tour of the CSO Archives, instead presented a well-curated selection of treasures from the archives to share with participants live from the archives space. Jenai Cutcher, Executive Director of the Chicago Dance Heritage Project, had a wide-ranging discussion with Kelly Kress and also shared video clips with excerpts from some of the oral history interviews collected by CDHP. Both presenters fielded numerous questions sent in via chat by meeting attendees (some of whom were calling in from as far away as Japan) for a lively exchange.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

This is a difficult question to assess, especially from the perspective of outgoing chair. Our section is largely made up of archival workers who work directly with arts organizations of many types, as well as those who work with performing arts collections to varying degrees at large academic or other well-resourced collecting repositories. Archival workers in the former category have been especially hard hit by the pandemic, experiencing furloughs or other reductions in hours and salaries as their institutions remain closed indefinitely, while many in the other category have been able to continue to work remotely. It is not surprising that workers from either of these groups would not be particularly engaged with SAA activities during this “new normal” or to surmise that precariously employed archival workers even would be able to maintain their memberships in SAA or other professional organizations. It was encouraging that the Section was able to offer a full slate of candidates in this year’s election, but the actual participation by eligible voters was quite low (I also have no idea how this participation rate compares with previous years).

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Members seem generally responsive to announcements on our listserv. Attendance at some of our conference calls was not high, but the level of engagement was good and often supplied by attendees who were not technically members of SAA or the section; this is also true of the response to calls for submissions to the newsletter in general (many are not from “members” of the section but often are from those seeking to highlight a performing arts collection at their archives).

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

I would not want to suggest an overly prescriptive list since there is some kind of overlap and affinities with numerous sections. In the relatively recent past, we have held or considered holding joint meetings with the Audio and Moving Image Section and the Oral History Section. Since many performing artists have been members of traditionally marginalized groups drawn to show business as a potentially lucrative profession or to performance as a means of self-expression, the Performing Arts Section would seem to have affinities with several other sections, including, but not limited to: Archivists and Archives of Color; Business Archives; Diverse Sexuality and Gender; Labor Archives; Latin American and Caribbean Cultural Heritage; Native American Archives; and Women’s Collections.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

As both a longtime member of SAA and the Performing Arts Roundtable/Section I would strongly advocate for resisting any effort to have it subsumed by another section. We are a highly specialized and underrepresented community of archival workers and need to have this space to come together to share our unique concerns and practices.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

It is not even five years since the Council decided to change roundtables into sections. It is hard to see why current issues regarding “sustainability” were not anticipated when that change was implemented. Other than gaining the Performing Arts Section a guaranteed meeting time and space at the annual meeting (which may be a moot point if we continue to do virtual or hybrid annual meetings in the future), it is not clear how changing from a roundtable to a section has been of great benefit to niche groups like ours, which will never attract the same level of membership as some of the “legacy” sections, especially those that directly address the core domains of archival theory and practice. Also, with the current membership software, it is hard to know how many of the people in the directory who have “joined” the section and participate in the online community on SAA Connect are actual SAA members.

QUESTIONS FOR COUNCIL

Just those previously described in the responses to the set of questions about the possibility of merging or affiliating with other SAA sections.

Preservation Section

Council Liaison: Brenda Gunn / Derek T. Mosley

Report Submitted by: Jeremy Linden

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Jeremy Linden	8/18/2019	9/1/2020
Vice Chair / Chair-Elect	Kara McClurken	8/15/2019	9/1/2020
Immediate Past Chair	Eve Neiger	8/18/2019	9/1/2020
Steering Committee Member	Becky Geller	8/18/2018	9/1/2020
Steering Committee Member	Karen Gracy	8/15/2019	9/1/2021
Member-at-Large	Elizabeth Shepard	8/18/2018	9/1/2020
Council Liaison	Brenda Gunn	7/29/2017	9/1/2020
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

ACTIVITIES

Completed:

29 April 2020 - Preservation Week Twitter Conference, #PresTC2020. 7 presenters

8 May 2020 - "Sustainability and Cultural Heritage" Webinar, presented by Jeremy Linden via Zoom. 58 attendees

29 July 2020 - Annual Section Meeting. Program: "Sustainability and Archival Preservation Education"

Ongoing: Support for the National Disaster Recovery Fund for Archives: In addition to supporting the NDRFA through annual fundraising efforts, the section continued to support the National Disaster Recovery Fund for Archives through section representation on the NDRFA Grant Review Committee. Section Chair Eve Neiger served her third year of a three year term.

New: The Preservation Section has been actively incorporating sustainability teaching into our programming (both the 2020 webinar and section meeting) and plans on continuing aspects of this content into the 2020-2021 year. We have begun internal discussions and reaching out to our Council Liaison (past and current) to discuss the possibility of helping to create a Sustainability Section within SAA.

Due to the inability to meet in person, we have begun investigating new opportunities for NDRFA fundraising; the section is currently looking into a collectible enamel pin fundraiser for 2021.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Section engages on advocacy through outreach, including through past projects such as our Bookmarks Project: Agents of Deterioration; through the #presTC Twitter Conference; @SAAPreservation Twitter account postings; our programming at the annual meeting; and periodic webinars.

Goal 2: Enhancing Professional Growth

The Section supports professional growth through its programming at the annual meeting, periodic webinars and discussions, and resources and guides on its microsite.

Goal 3: Advancing the Field

The Section assists SAA in advancing the field through its Steering Committee members participation in the Preservation Publication Award Committee, and providing resources on the Section microsite, as well as programming at the annual meeting.

Goal 4: Meeting Members' Needs

The Section participates in meeting members' needs through promoting and supporting the National Disaster Recovery Fund for Archives Grant through membership on its Review Committee as well as fundraising through the Section's annual Silent Auction held at the annual meeting.

ANNUAL MEETING

Number of Attendees: 100

Summary of Meeting Activities: The meeting opened with a short business meeting, thanking steering committee members for their service and welcoming newly elected committee members. Short updates were given from the council liaison and from the NDRFA committee. The meeting program was highlighted by a panel discussion on "Sustainability and Archival Preservation Education" featuring: Ellen Cunningham-Kruppa, University of Texas Joelle Wickens, Winterthur/University of Delaware Elizabeth Joffrion, Western Washington University Jennifer Hain Teper, University of Illinois Ellen Pearlstein, UCLA Jeremy Linden (moderator), Linden Preservation Services Over 120 people registered for the meeting, and the room limit of 100 was maintained throughout the event.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The Preservation Section is continuing strong, event through the difficulties of COVID-19. Attendance for both our spring webinar and the annual section meeting were very strong, and we have a strong steering committee and volunteer core moving into 2020-2021.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Listserv and microsite for section members, zoom webinars for programming, zoom conference calls for monthly meetings, annual meeting in person (when possible).

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

Preservation overlaps with a number of different sections, including nearly all of the sections that are defined by material topic or by media format type, as well as other disciplinary sections such as Education and Security.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Preservation should be considered as an overarching umbrella theme for a number of sections, including those listed above.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Due to its overarching nature informing many different facets of archival work (and numerous sections), we feel strongly that Preservation must maintain its status as an independent section that can work as needed with other sections. We have had strong participation in our steering committee for several years, with additional volunteers on subcommittees every year; finding volunteers to work with the section has not been an issue. Additionally, participation in section activities has been extremely strong for several years, with 2020 being a particularly strong example.

QUESTIONS FOR COUNCIL

We are preparing to ask for a \$150 budget request for 2021-2022 in order to cover administrative costs for NDRFA fundraising over an online platform. This request will be further addressed and justified in the official budget request.

Privacy and Confidentiality Section

Council Liaison: Meg Tuomala

Report Submitted by: Lydia Tang

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Lydia Tang	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Rachel Gattermeyer	8/15/2019	9/1/2020
Steering Committee Member	DiAnna Hemsath	8/15/2019	9/1/2021
Steering Committee Member	Daniel McCormack	8/15/2019	9/1/2020
Steering Committee Member	Katrina Windon	8/18/2018	9/1/2020
Council Liaison	Meg Tuomala	7/24/2019	9/1/2022

ACTIVITIES

Completed: Access Restrictions Survey Blog posts on section history, P & C Award, the summer reading club, and summary of the P & C/MSS joint annual meeting Updates to the P & C bibliography Rolled out the Anonymous Questions Form, for members to anonymously ask P & C questions that the Steering Committee would share out on the membership list Rolled out a Documentation Portal, to compile examples of P & C related policies and workflows Successful first year of the P & C Award Successful collaboration with the College & University Archives coffee chats for three sessions Successful summer reading club co-spearheaded by vice chair Rachel Gattermeyer and section member Anna Tunnicliff

Ongoing: Continue to create blog posts Currently pursuing publishing the Access Restrictions Survey results Continue to seek out collaboration with other sections Continue to explore programming throughout the year Continue to develop the Documentation Portal Continue to promote the Anonymous Questions Form Continue the reading club chats Continue to engage with the section members, possibly through Community Questions on the listserv Possibly continue with the P & C award

New: Aim to maintain more regular communication with the section via monthly news roundups of privacy, confidentiality, and restriction issues in archives Possibly host town hall chats with guest speakers

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

An ongoing activity of the P & C Section has been to create and compile tools and resources for archivists to articulate the value of balancing privacy within collections to upper administration.

Goal 2: Enhancing Professional Growth

Particularly showcasing our outreach initiatives with the College and University Archives' coffee chats and Rachel Gattermeyer and Anna Tunnicliff's summer reading group sessions, the P & C section has supported more professional growth of members than several previous years.

Goal 3: Advancing the Field

P & C took a step towards advancing the field by issuing the survey in September 2019 and we look forward to publishing the findings in the near future to continue professional discourse in the administration of restrictions. P & C also initiated the Privacy & Confidentiality Award, which recognizes and encourages the advancement of professional understanding of and practical approaches to privacy, confidentiality, and restriction issues in archives.

Goal 4: Meeting Members' Needs

By continuing to update the bibliography, conduct member surveys, and pursue the outreach events, we have worked towards meeting members' needs. We look to continuing and expanding upon these initiatives into the future.

ANNUAL MEETING

Number of Attendees: 202

Summary of Meeting Activities: The P & C Section held their joint annual meeting with the Manuscripts Section this year. In addition to the standard recaps of the work accomplished in the past year, acknowledging outgoing leadership and welcoming newly elected leaders, Leslie McRoberts and Menzi Behrnd-Klodt presented on topics of manuscript repositories and P & C issues. The presentations were extremely well-received and we received more questions than time allowed. Menzi followed up with the questions in a subsequent P & C blog post.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The P & C section has struggled for many years with member engagement and vitality. My theory is that it's not a question of relevance -- P & C issues are evergreen and evolving with technologies -- but that the platform of SAA Connect, with its "inability to forget," leads to overall intimidation to engage on difficult topics. Over the past couple of years, we have been building capacity and infrastructure to help this section more actively collaborate with others, submit anonymous questions, and create free, informative programming. I believe that the section will be heading into its most vibrant year since possibly closer to its founding. It's a section that is on the up and up!

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

SAA Connect works for sharing announcements and opportunities, but isn't the ideal platform to discuss sensitive topics such as P & C. It might be worth trying out Slack as an "underground" ideally-ephemeral discussion tool. Otherwise, perhaps we can explore other not-recorded online meetings to discuss topics. We also currently have a blog, but otherwise are not active formally on social media platforms.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

A challenge of P & C is its relatively narrow and abstract scope. Unlike College and University Archives, MDOS, etc, it is focused not necessarily on practical application but theory. I've personally always been much more interested in rescoping the section to be more practice-based, such as "Restrictions of Rights and Access" but that was too dramatic of a change to get broad support for at this time. P & C has some relation to Security, particularly related to privacy issues for patrons. P & C also has some relation to Acquisitions and Appraisal or possibly the new Accessioning Group because of the practical P & C concerns that may crop up at that time. It also intersects with MDOS, Electronic Records, and Description because of choices for description, discovery and access. P & C also greatly is related to the Committee on Professional Ethics and I would hope that P & C could get a liaison with this group eventually. If the section was rescoped as Restrictions to also include restrictions on use, it would also intersect with the Intellectual Property Working Group - which would be beneficial for general membership since there currently isn't a general forum for copyright discussion.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Ethics and Professional Practice (vs Tools, Repository type, and Diversity, etc) possibly with Human Rights, Security, etc.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Please consult with us first. P & C can often be misunderstood, so we just want to make sure any movement is done with sufficient information.

QUESTIONS FOR COUNCIL

We don't have any questions for Council at this time. We may consider requesting funds to continue the P & C Award going into this year, but it's estimated to be at or less than \$200. We understand that SAA is experiencing financial strain, and will carefully consider our request before making it.

Public Library Archives/Special Collections Section

Council Liaison: Petrina Jackson

Report Submitted by: Angela Stanley

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Angela Stanley	8/3/2019	9/1/2021
Vice Chair / Chair-Elect	Derek Mosley	8/15/2019	9/1/2020
Secretary	Dylan Gaffney	8/15/2019	9/1/2020
Steering Committee Member	Patricia Delara	8/15/2019	9/1/2020
Steering Committee Member	Heather Lanctot	8/18/2018	9/1/2021
Steering Committee Member	Catherine Oseas	8/15/2019	9/1/2021
Steering Committee Member	Johanna Russ	8/15/2019	9/1/2021
Council Liaison	Petrina Jackson	8/18/2018	9/1/2021

ACTIVITIES

Completed: Sent out two section newsletters: Winter 2019 and Spring 2020; contributed PLASC survey data to CORDA; updated microsite with new Resource List, 2019 section meeting slides, and monthly meeting minutes; sharing regular meeting info with distribution list; planned section meeting and happy hour meetup (canceled) at Annual.

Ongoing: Public Library Archives and Special Collections national survey

New: Will parse data from the survey when closed and use it to create editable, shareable, rights-free advocacy tools for public libraries. Have already reached out to COPP and COPA for potential partnership on advocacy work in 2020 in anticipation of funding challenges ahead.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

In drafting advocacy tools and messages, the PLASC Steering Committee realized it did not have the data necessary to talk about or defend PL archives and special collections on a national scale. This challenge is what brought us to the creation of our survey, the data from which we will use to advance SAA's advocacy goals.

Goal 2: Enhancing Professional Growth

With the creation of our quarterly newsletter, PLASC hopes to share information, career opportunities, and educational opportunities with our membership. We have also worked to grow and develop our annual section meeting to be a more robust educational opportunity addressing the unique needs of public library archivists.

Goal 3: Advancing the Field

This is probably the area in which PLASC is most in need of growth, but our goals this year include outreach to potential partners and collaborators for educational and advocacy work.

Goal 4: Meeting Members' Needs

PLASC has increased its outreach to members (in the form of CFPs for newsletter content and posting Steering Committee meeting details) and continues to refer to its 2018 member survey to guide new initiatives. Our most oft-requested service is to provide PL-specific webinars, which is something I hope to commit to this year.

ANNUAL MEETING

Number of Attendees: 70? Awaiting confirmation from Matt Black.

Summary of Meeting Activities: The Steering Committee shared our progress this year, and welcomed three guest speakers from the Chicago Public Library: Elizabeth Loch, Archival Specialist at CPL's Vivian G. Harsh Research Collection of Afro-American History and Literature; Kate Nardin, Director of Strategic Partnerships at the CPL Foundation; and Johanna Russ, Senior Archival Specialist at CPL's Special Collections and Preservation Division to speak on the panel, "Collection Development and Funding in Public Library Archives: Three Perspectives from Chicago Public Library."

Link to Meeting Minutes: Not yet posted to the microsite, but here are the meeting notes and presenter slides:

https://drive.google.com/drive/folders/1nnM0NKInC_KnaL5lcVNeIbajPYpylshJ?usp=sharing

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Over the last three years, the PLASC Steering Committee has put a lot of work into reinvigorating the section, mostly by focusing on member needs. Our members tend to be pulled in many different directions, with only some aspects of their jobs being at all relevant to archives, and consequently engagement with the section is often low. The Steering Committee hopes that with increased conference proposals outside of SAA and targeted outreach to non-SAA members to join the listserv for free, we will be successful in promoting more member engagement.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

The email listserv and conference calls are by far the best options for our members. I hope SAA will allow for a hybrid approach to section meetings moving forward, as we were able to capture a much bigger proportion of our membership with a virtual meeting. Many of our members do not have funding to attend SAA.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

Yes! We are just beginning to explore advocacy partnerships with other committees like COPP and COPA. As for sections, we would also like to work more closely with the Lone Arrangers section as we suspect that our memberships have significant overlap.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Hard to say. Maybe something like "affinity groups." But this would not get at the advocacy angle that we are working so hard to cultivate.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Although I think PLASC is a small and sometimes quiet section, I also think it's crucial for public libraries to feel they have a place in SAA. I believe our Steering Committee would have strong concerns about a merger, but we are more than happy to explore collaborations with other sections.

QUESTIONS FOR COUNCIL

One potential budget request will be to hire a consultant to parse our survey data. If SAA has suggestions for other sections we can reach out to who have experience doing this, we would love recommendations.

Records Management Section

Council Liaison: Meg Tuomala

Report Submitted by: Courtney Bailey

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Courtney Bailey	5/1/2019	9/1/2020
Vice Chair / Chair-Elect	Jessika Drmacich	8/15/2019	9/1/2020
Steering Committee Member	David Brown	8/15/2019	9/1/2022
Steering Committee Member	Elizabeth Carron	7/29/2017	9/1/2020
Steering Committee Member	Hillary Gatlin	8/22/2015	9/1/2020
Steering Committee Member	Ingi House	9/12/2019	9/1/2021
Steering Committee Member	Krista Oldham	8/15/2019	9/1/2020
Steering Committee Member	Ivy West	7/29/2017	9/1/2020
Council Liaison	Meg Tuomala	7/24/2019	9/1/2022

ACTIVITIES

Completed: We held monthly steering committee meetings (September - July)

Ongoing: We had regular steering committee member and guest contributions to our section blog (41 posts), The Schedule (<https://saarmrt.wordpress.com/>). April RIM month: We continued last year's effort to generate productive conversations on our listserv during RIM month in April. We also collaborated with the SNAP Section for a Twitter chat. We continued updating resources in our Zotero bibliography. We launched a toolkit of best practices on our SAA microsite.

New: We began a new blog series of testimonials from archivists on the value of records management to their work. We began a new blog series of literature reviews investigating the intersections of archives and records management. We revamped our SAA microsite to make it more user-friendly. We also began publishing monthly steering committee meeting updates to the listserv as well as to the microsite.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Our section plays a critical role in advocating for the importance of records management among the sea of archivists.

Goal 2: Enhancing Professional Growth

We have proposed to SAA Education an RIM certificate program. We are working to launch a case study series through SAA Publications.

Goal 3: Advancing the Field

Our dynamic bibliography of RM resources helps disseminate research in the field. We launched a collection of RM best practices on our microsite.

Goal 4: Meeting Members' Needs

We designed a records storage calculator to enable cost estimates for storing both paper and electronic records. We hosted virtual coffee chats to afford members the opportunity to talk about teleworking and reopening procedures.

ANNUAL MEETING

Number of Attendees: about 130

Summary of Meeting Activities: After a request for RM-related submissions from American Archivist editor Cal Lee and updates from our Council liaison, we had a brief business meeting to recap activities by the steering committee over the past year and shared election results. The highlight of the meeting were lightning presentations, with 6 panelists discussing their efforts to create new partnerships and techniques in carrying out their records management responsibilities in academic settings. (see also <https://saarmrt.wordpress.com/2020/08/04/archives-records-2020-rms-virtual-annual-meeting/>)

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Membership of the section in SAA Connect ranges from 900-1000 people. Obviously, circumstances have been unusual for much of 2019-2020, but we've still seen good dialogue on the listserv. Where there are many queries that get cross-posted to numerous SAA sections, we see a good number of questions that are unique to our section, which certainly indicates our community is filling a needed role for SAA members. We also have a healthy following on our blog.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

We frequently communicate with our section members through the SAA Connect listserv and our blog, The Schedule. We host occasional virtual meetings to discuss a particular topic of interest, some of which are recorded and uploaded to our YouTube channel. We also always hold a meeting during the SAA annual meeting.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

The Records Management Section has a long history of collaboration with other SAA sections. The occasions when we have held independent annual meetings have been largely shaped by the lack of RM sessions in a given annual meeting, leading us to try to fill that void while providing practitioners an opportunity for professional presentations. -2019: Zoom meeting with Privacy & Confidentiality section about GDPR -2018: joint SAA annual meeting with Acquisition and Appraisal section, focusing on Transparency in Appraisal and Retention Scheduling -2016: joint SAA annual meeting with Local Government Records section, focusing on the lifecycle of records -2014: Google Hangout with Electronic Records section about archiving email -2012: joint SAA annual meeting with Government Records section, focusing on Presidential Electronic Records memorandum/directive -Numerous Twitter chats with SNAP section

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

In all honesty, records management is the umbrella that encompasses the focus of many SAA sections. Issues of appraisal, privacy and confidentiality, and managing electronic records cannot be separated from records management. Records managers have to consider Security protocols. Records management is also the connective tissue for groups like Government Records, Local Government Records, College and University Archives, and Business Archives.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Records management practitioners used to have a much more prominent role in SAA. While we regularly partner with other sections about topics of common interest, we feel it imperative to preserve a place for records management within SAA.

QUESTIONS FOR COUNCIL

Not at this time

Reference, Access, and Outreach Section

Council Liaison: Brenda Gunn / Stephen Curley

Report Submitted by: Julie M. Porterfield

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Julie Porterfield	8/6/2019	9/1/2020
Vice Chair / Chair-Elect	Marissa Vassari	8/15/2019	9/1/2020
Immediate Past Chair	Rebecca Petersen May	8/6/2019	9/1/2020
Steering Committee Member	Amanda Hawk	8/18/2018	9/1/2020
Steering Committee Member	Anna Kresmer	8/18/2018	9/1/2020
Steering Committee Member	Ryan Lee	8/15/2019	9/1/2021
Steering Committee Member	JA Pryse	8/15/2019	9/1/2021
Steering Committee Member	Erin Ryan	8/15/2019	9/1/2020
Web Liaison	Amanda Hawk	3/13/2020	9/1/2020
Ex Officio	Jay-Marie Bravent	8/15/2017	
Ex Officio	Heather Oswald	8/15/2017	
Ex Officio	Jill Severn	8/15/2017	
Council Liaison	Brenda Gunn	7/29/2017	9/1/2020
Council Liaison	Stephen Curley	7/30/2020	9/1/2023

ACTIVITIES

Completed: During the 2019-2020 term, RAO completed work in three primary areas: Assessment of Measures of Measures and Metrics for Public Services (AMMPS), Exhibits & Events (E2), and Teaching with Primary Sources (TPS). The leaders of the sub-committees charged with work in each of these areas have provided a report of their work below. Additionally, the Nominations Committee has provided a report of their work, and the Chair has included a summary of the 2020 RAO Business Meeting & Marketplace of Ideas.

Assessment of Measures and Metrics for Public Services Committee (AMMPS)

This year the Steering committee approved the name change and revised charge to more closely reflect the advocacy and educational focus of the committee. Work continued on the quick guides, tools survey, and initial development of a resources section on the microsite page. In the spring, the Steering Committee agreed to hold off on the training seminar series until more was known about the COVID-19 situation, closures, and the time/availability of public services archivists who were quickly adapting services. The first “Quick Guide” should be published on the microsite by the end of September. The Tools Survey is expected to be ready for dissemination later this fall. On-going goals and objective are posted in the microsite: <https://www2.archivists.org/groups/reference-access-and-outreach-section/assessment-of->

[measures-and-metrics-for-public-services-](#) Jay-Marie Bravent, Current Chair, 2017-2021
Current Volunteers: Jeanie Fisher Amanda Hawk Tyson Koenig Susan McElrath

Exhibits & Events (E2)

Currently, The Exhibits and Events standing Committee (E2) has 57 members. The committee has completed its third year of official operation. Jill Severn serves as the current chair of E2 and Jessica Lacher Feldman serve as past chair. In fall of 2019 the committee appointed Holly Robertson to serve as Vice-Chair of the organization thereby implementing the transition from founder leaders to leadership from among the membership. E2 maintains six project teams: E2 Annual Meeting Committee Planning Team, E2 Communications Team, E2 Resource Bank Team, E2 Bibliography Team, E2 Foundational Documents Team, E2 Nominations and Elections. Work on most of these teams is ongoing. The Annual Meeting team and the Foundational Documents team worked closely this year to develop and host the annual meeting virtually due to the COVID 19 pandemic. (Originally the annual meeting team planned work with the University of Illinois at Chicago (UIC) to host the group meeting as part of the SAA meeting.) The annual meeting team elected to hold the annual meeting over two days in two sessions with a focus on the impact of COVID on exhibits and events work. The first day featured a virtual tour and presentation by Peggy Glowacki who leads the exhibition program at UIC, a demonstration of a presentation tool called Padlet by Rachel Makarowski, and presentation about a virtual Family Day program by Kaylynn Stooksbury. More than 50 people attended this first day of the conference. The second day of the conference was designed and hosted by the Foundational Document Team of Jessica Lacher-Feldman, Francesca Marini, and Greg Kocken. With a large group of people in attendance (50+) and relatively short time for discussion, the focus of the discussion was to identify key issues of contending with COVID for work from the broad philosophical questions of whether an in person exhibit and online exhibit are equivalent in terms of impact, education, engagement, and purpose to specific practical questions about tools for creating online exhibits effectively. The leadership of E2 and the Foundational Document Team plan to develop a series of online sessions in the year ahead where E2 members can discuss and consider many of these issues, interests, and concerns in detail. Behind the scenes, the chair and the vice chair have been working to organize and streamline the files of E2 (housed in Google Drive) and to develop clear documented procedures for welcoming new members and communicating with current members. The leaders have also worked with RAO Web manager Amanda Hawk to update the E2 page on the RAO microsite. The current chair will transition to past chair status in September and will solicit nominations for the position of vice chair. E2 leaders have also decided to create an appointive member services position to ensure consistent and timely welcoming of new members and to encourage engagement and connection of members with each other through the E2 Facebook page and/or the E2 listserv. The E2 past chair will also solicit nominees for this new position. In the year ahead, the focus of E2 will be on creating opportunities for members to come together and discuss ideas and issues and to learn from each other. This will take the form of zoom meetings. The leaders of E2 will consider how best to organize these meetings, how to identify topics and speakers, and whether the Foundational Documents team should revise its charge and expand its membership to meet this demand. Another key concern will be whether to host an in-person conference

during SAA in California or to continue the virtual approach for the meeting. The Annual Meeting Committee will need work on these issues and a fresh call for members will go out in early fall.

Teaching with Primary Sources (TPS)

The TPS committee has undertaken several collaborative projects this year, many in collaboration with members of RBMS. Co-chairs Alison Reynolds and Chloe Gerson have monthly phone call check-ins to discuss new action items and future goals. Alison Reynolds and Chloe Gerson were appointed co-chairs of the TPS committee in October 2019 for a two year term (January 2020-December 2022). In October and November 2019, Chloe and Alison held meetings with the existing TPS volunteers to discuss previous committee projects and brainstorm goals and ideas for future TPS work. The current TPS projects can be divided into three main categories: the TPS Unconference, TPS Case Studies, and the TPS Collective. Additionally, as a result of the shift to online instruction due to the Covid-19 pandemic, members of the SAA TPS committee were actively involved in the development of the TPS Community this summer.

TPS Unconference The TPS unconference was initially planned to take place at Northwestern University the day before the SAA Annual Meeting began in Chicago in August 2020. When the decision was made to hold SAA virtually, the TPS unconference planning team decided to hold the event virtually in collaboration with the RBMS Instruction and Outreach Committee, who had also been planning an in-person unconference for June that was cancelled due to the pandemic. The unconference was held virtually in collaboration with RBMS and hosted using Zoom. It was free for all attendees and was organized by a group of about 30 volunteers from SAA and RBMS. About 1200 people representing a variety of teachers, archivists, librarians, and others from GLAM institutions registered for the first-ever virtual unconference. Matt Herbison, Carrie Schwier, and Cynda Nofziger were the SAA unconference co-leads. Volunteers in each sub-group worked on programming, pre-survey/evaluation, technology, publicity and outreach, website, products, and follow up. The unconference was held on July 22 and August 13 for two half day sessions from 1:00-5:00 pm EDT.

TPS Case Studies New leadership for 2019-2021: Editor: Jen Hoyer (appointed in December 2019); 1 year term. Associate Editor: Kayla Harris (appointed in February 2020); 1 year term. Jen finished the review process for existing submissions and wrote and distributed a call for new submissions in February 2020. For the Associate Editor application process, we requested a CV, statement of interest, and writing sample and received five submissions. Kayla Harris was the successful applicant. Jen created documentation for the editorial process, which will help with training and transitioning between editors. Jen suggested exploring how the TPS Case Studies are indexed and where they could be indexed for greater exposure. In August 2020, she added them to the TPS Collective reading list.

Case studies published 2019-2020 December 2019: Constructing History: A Student-Created Public History Exhibit Using Omeka, Utilizing University Archives to Teach Students the Complexities of Neutrality, and Seeing Through Risk in the Special Collections Classroom: A Case for Flexibility. March 2020: Scaffolding Primary Source Research and Analysis in an Undergraduate History Research Methods Course. April 2020: Bingo! Engaging History of Science Students with Primary Sources. June 2020: Co-curricular Innovation: Teaching about Patents as Primary Sources. August 2020: Teaching with Primary

Sources Remotely Contact to submit case studies: twps-casestudies@archivists.org TPS Collective The TPS Collective is a website “created by librarians and archivists and intended for anyone teaching with primary sources, the TPS Collective invites educators to exchange ideas, cultivate relationships, reflect on pedagogy, learn from other practitioners, contribute lessons and resources, and engage with your community.” Initially started by SAA in 2015, after a few years of neglect, members of RBMS began to revamp the site with oversight of the web hosting provided by SAA members Matt Herbison and Matt Strandmark. RBMS has taken over much of the ownership of the TPS Collective and has a subcommittee devoted to the site, with plans for expanding communications, creating a reading list, and moderating new content. Jen Hoyer joined the Collective team as the Bibliography Editor in January 2020. This project continues to be an area where the SAA TPS Committee could decide whether to attempt to increase its involvement, or cede the project oversight to RBMS, with members volunteering at their own discretion. TPS Community Calls Calls lead by RBMS and SAA members exploring ideas and tools for teaching with archives and special collections online Many SAA members have been involved in planning, moderating, and presenting at meetings Plans are in place to continue community calls through the fall to further explore teaching topics, as well as general reopening plans for institutions This has been a great opportunity for archivists to come together and talk collaboratively about potential opportunities for growth and building connections TPS crowdsource document:

https://docs.google.com/document/d/1Q0vtGVzP_E3iQPqoZal_B46jGI13uH1i19VTOJcm8OY/e_dit Community calls listserv Google form:

https://docs.google.com/forms/d/e/1FAIpQLScd7WR56c62cvyrrOXtM0N48w1U3JpCsAj3toW_CkJoATQGN7g/viewform Future Goals Facilitate regular meetings with SAA TPS volunteer members Develop stronger partnerships with RBMS

Nominations

Nominating Committee Members: Rebecca May, Ryan Lee, and JA Pryse The Nominating Committee for the 2020 Reference, Access, and Outreach Section Elections began soliciting nominations for three open positions (two Steering Committee members and one Vice Chair/Chair Elect) in February of 2020. The nominations ended in May of 2020. We announced the three candidates for Steering Committee member, and one candidate for Vice Chair/Chair Elect. Each candidate submitted a brief biographical statement and answered the question "What do you think is the role of the RAO Vice-Chair/Chair-Elect position, and how do you envision fulfilling the role?" The elections began in June, and we received the election results in July. The successful candidates are: Cinda Nofziger- Vice Chair/Chair Elect (2020-2021) Greta Browning- Steering Committee Member (2020-2022) Daria Labinsky- Steering Committee Member (2020-2022) Announcement for Microsite and Listserv: RAO Election Results are in! On behalf of the RAO Nominating Committee I would like to thank you to all the candidates who ran for leadership positions in the Reference, Access, and Outreach Section of SAA. And another thank you to all who voted in the election. The successful candidates, and upcoming leaders in RAO are as follows: Cinda Nofziger- Vice Chair/Chair Elect (2020-2021) Greta Browning- Steering Committee Member (2020-2022) Daria Labinsky- Steering Committee

Member (2020-2022) Nominating Committee Members: Rebecca May, Ryan Lee, and JA Pryse

Ongoing: Please see above.

New: Please see above.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

All of our sub-committees are related to engagement with archives, which is a means of advocating.

Goal 2: Enhancing Professional Growth

Each year, RAO hosts both the Marketplace of Ideas & the TPS Unconference, which serve as professional development opportunities.

Goal 3: Advancing the Field

AMMPS is helping to advance the profession's standards for metrics and assessment.

Goal 4: Meeting Members' Needs

E2 was created specifically to address the needs of members interested in non-course related engagement with users.

ANNUAL MEETING

Number of Attendees: 170~

Summary of Meeting Activities: 2020 Annual Business Meeting & Marketplace of Ideas RAO hosted its Annual Business Meeting & Marketplace of Ideas on Tuesday, August 11th, 2020. The event was held remotely via Zoom for the first time ever. Attendance varied throughout, but was as high as 170 participants. The Business Meeting featured reports from each of the sub-committees listed above. It was immediately followed by the Marketplace of Ideas, which is typically held as a workshop with rotating stations. To accommodate the new remote environment, speakers were organized as a panel with 15 minute presentations, culminating in a question and answer session. Speakers were as follows: “Charting the Course: Moving In-Class Research to Online Exhibits”-- Eli Boyne “Amplifying Asian American Voices Amid COVID-19”-- Ayshea Khan “Moving Archival Instruction Online - Creating Asynchronous, Interactive, Accessible, Multimodal Menu-Style Lesson Plans”-- Blake Spitz

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

I sensed a lack of engagement with RAO as a whole, but strong engagement with the subcommittees, which is where the bulk of the work happens.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Email & Zoom.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

We always seem to have membership overlap with SNAP

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

I actually see RAO as the umbrella, and the work of the three subcommittees as the bulk of the group's accomplishments.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Please see above.

QUESTIONS FOR COUNCIL

NA

Science, Technology, and Health Care Section

Council Liaison: Petrina Jackson

Report Submitted by: Jennifer Ulrich

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Jennifer Langford	8/15/2019	9/1/2021
Co-Chair	Jennifer Ulrich	8/18/2018	9/1/2020
Immediate Past Chair	Alison Oswald	8/15/2019	9/1/2020
Steering Committee Member	Peter Collopy	8/15/2019	9/1/2022
Steering Committee Member	DiAnna Hemsath	8/15/2019	9/1/2022
Steering Committee Member	Todd Kosmerick	8/18/2018	9/1/2021
Steering Committee Member	Larissa Krayser	8/18/2018	9/1/2021
Steering Committee Member	Amanda Wick	8/18/2018	9/1/2021
Steering Committee Member	Nora Zaldivar	1/22/2020	9/1/2022
Council Liaison	Petrina Jackson	8/18/2018	9/1/2021

ACTIVITIES

Completed:

- 2 years ago our section collaborated with other sections to request action on the ethics and issues of the topic “DNA as a record.” After consideration by SAA Council’s Executive Committee, this advocacy action was denied in 2019-2020 due to “the wide scope, large size, and additional organizations needed for the project.”
- The Steering Committee presented and hosted an online discussion during the 2020 annual meeting regarding two topics: How STHC institutions collect and/or document COVID-19 and How are STHC archives addressing white supremacy and patriarchy in their collections and parent institutions.
- STHC members continued to be a resource for issues specific to science, technology and healthcare.

Ongoing:

- We are talking about new approaches to the Unsung Heroes in the History of STEM and Health Sciences project (a web portal facilitating the exchange of information about collections documenting underrepresented and diverse persons and groups in STEM and health care) to help encourage participation, such as the use of interns.
- We have been encouraging membership participation in discussion of all STHC issues, events, and collections through the listserv. Our listserv had 258 section members and 60 discussion threads.

New:

- The section bylaws now allow for the inclusion of two Newsletter Committee members on the Steering Committee. Nora Zaldivar was appointed, joining Peter Collopy to the committee.
- New initiatives discussed by Steering Committee include the investigation of research and projects conducted by archivists addressing white supremacy and patriarchy in their collections and parent institutions.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Our newsletter continues to be a vehicle for reporting on successful projects at science, technology and healthcare archives as well as challenges facing archivists working at these institutions. Through the "Asking the Archivists" section we continue and brief announcements we continue informing our colleagues and general public about archivists working with STEM and health care collections.

The section continues addressing the SAA Statement on Diversity and Inclusion by expanding the "Unsung Heroes" project that highlights collections documenting underrepresented and diverse persons and groups in STEM and health care.

Goal 2: Enhancing Professional Growth

- STHC solicits vacant leadership positions within the sections, encouraging active participation in the greater SAA.
- The Steering Committee plans and designs the annual meeting, in addition to soliciting lightning talks for the program portion. The virtual format of meetings presented new technological challenges and learning opportunities for the team.
- The Newsletter Committee meets to plan and design Archival Elements, in addition to soliciting content for the newsletter.
- The listserv continues as a resource for collaboration and dissemination of information for archivists and institutions in the Science, Technology, & Health Care fields.

Goal 3: Advancing the Field

STHC members are playing an active role in providing guidance for new policies. Although the advocacy action request "DNA as a record" shared with the Ethics and Professional Conduct Committee and Privacy & Confidentiality Section was considered too broad in scope by the SAA Council, it is an example of the expertise drawn from this section membership. Steering committee members collaborated on a program during this year's annual meeting to engage the membership on two important topics facing archivists this year. Speakers offered their own examples and the challenges and a discussion followed in Zoom breakout rooms. Todd Kosmerick, University Archivist, Special Collections Research Center, North Carolina State University Libraries and DiAnna Hemsath, Archivist and Assistant Professor, McGoogan Health Science Library, University of Nebraska Medical Center presented on the topic of How STHC

institutions collect and/or document COVID-19. Peter Collopy, University Archivist and Head of Special Collections, California Institute of Technology. Alison Oswald, Archivist, Archives Center and Lemelson Center, National Museum of American History, Smithsonian Institution.

Goal 4: Meeting Members' Needs

STHC leadership remains dedicated to increasing new membership and promoting participation from section members by encouraging exchange of information on the listserv and through newsletter articles and by arranging relevant presentations during our annual meeting.

ANNUAL MEETING

Number of Attendees: 44

Summary of Meeting Activities:

- Welcome from the Co-Chairs
- SAA Council Liaison Report
- Introduction of Steering Committee Members
- Motion to approve section minutes from August 2019
- Archival Elements Newsletter Report
- STHC Listserv update
- Old and new Business
- Panelist program: 2 topics, 4 speakers, two breakout room discussions

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The 2019-2020 term was impacted by the onset of the COVID-19 pandemic causing great disruption to the personal and professional lives of archivists [and their institutions]. Regardless, the energy and engagement before the pandemic was waning with steering committee members vacating, few regular meetings, and a lack of programming across the section. The pandemic exacerbated this problem, although the nature of COVID-19 is related to the institutions represented by the membership. The section did not receive any contributions to the call for lightening talks nor content for the newsletter in 2020, compared to the previous year, so this may be explained by the stress experienced by the STHC archivists and institutions from the pandemic.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Zoom and other conference call formats work best in the current environment. Considering that the section's leadership seeks geographical diversity in its leadership, in-person meetings are the least effective.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

STHC shares issues with the Privacy & Confidentiality Section since some repositories and their collection are regulated under HIPAA and/or involve research using human participants. The Ethics and Professional Conduct Committee also shares issues with the membership, particularly in the realm of science and technology. Many members parent institutions are research universities and deal with issue that overlaps with the College & Universities section.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Other than the previous response, we cannot speak on behalf of the section and would prefer a poll/survey of the entire membership.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

We do not have any concerns at this time.

QUESTIONS FOR COUNCIL

STHC has no questions.

Security Section

Council Liaison: Audra Yun / Stephen Curley

Report Submitted by: James (Jim) Havron

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	James Havron	8/18/2018	9/1/2020
Vice Chair / Chair-Elect	Kenneth Fieth	8/15/2019	9/1/2020
Immediate Past Chair	Bryan Whitledge	8/1/2019	9/1/2020
Council Liaison	Audra Yun	7/29/2017	9/1/2020
Council Liaison	Stephen Curley	7/30/2020	9/1/2023

ACTIVITIES

Completed: There were no specific projects scheduled for completion this past year. The loss of 66% of our steering committee coming into the year made continuity a bit of a challenge. The presence of the newly elected member and a dedicated past member has hopefully set us up for better things in the near future.

Ongoing: Survey results in the past have been inconsistent and vague, and yielded no volunteers to assist with the few desired programs of the section. Discussions in person, both at conference and individually, and by email between officers and a significant sample of the membership have suggested that one of the main sources of value found in the section is through the use of the blog and discussion list as a source of news and topic information. Also mentioned was the programming at the annual meeting. These are ongoing. We have maintained a resource page for members and as outreach to non-members, and promoted outside events related to security.

New: When given specific examples of resources, education, collaborative projects, or outreach, sampled membership (see “Ongoing”), there has been interest. We started pursuit of these with the beginning of commemoration of National Cyber Security Awareness Month (supported by multiple government, private for profit, and nonprofit entities); beginning focused blog posts from the viewpoint of a hacker (ethical) looking at archives and their procedures as targets or security risks, and making plans for further posts on security “fails”, i.e. archivists discussing times when security hailed in their collections and the results. This last focus is based on a perceived reluctance of section/list members to discuss things going wrong, and a hope that if we initiate such discussions others may feel led to enter in. We decided to acquire some volunteers from the less experienced and student members to increase the ranks of leadership. We elected an Early-career volunteer and appointed 2 others.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Plans for advocating in 2019-2020 included increasing the security awareness among those with records and in archives, promoting understanding of the need for a secure awareness for collections, “tools” and people, and production of resources for this in the [2020] spring. Virus Time conflicted with these plans. Efforts primarily ended up as participation as archivists in public security awareness programs, the creation of a few resources for use by archivists in outreach and promotion, and establishing relationships/connections in preparation for future opportunities.

Goal 2: Enhancing Professional Growth

Enhancing professional growth, in light of the programming challenges of restructured leadership and COVID, was in the form of advancing security awareness, providing education resources specific to cybersecurity and risk, and the bringing aboard of several volunteers earlier than their scheduled start times of post-meeting to establish tasks for them and arrange for mentorship.

Goal 3: Advancing the Field

As with numerous other information fields, the archives profession has a small connection to the rapid technological advances that both create and endanger records. We have used the news forum of the discussion list, targeted blog posts, and a term/word education program for cybersecurity awareness to take some steps to address this deficit.

Goal 4: Meeting Members’ Needs

Members have repeatedly, through various means over three years, signaled a desire to meet annually with educational programming, while treating other methods of connection as passive means to acquire news and current information regarding security. When queried, there has been significant opposition to dissolving or restructuring the section, or merging with another. With the addition of some additional angles of news, education and resources, this level of interaction was largely met, with the addition of some additional angles to view security in news and posts. The exception was the actual annual meeting program, which had to be canceled because of concurrent emergencies that conflicted with the online version of the meeting. Elected officers are willing to accept the need for a passive resource if that is what is wanted, but wish to offer more opportunities for interactive connection to members, whether they choose to participate or not. We have brought aboard volunteers and elected leaders to help provide the human resources needed to provide opportunities of this nature. They came aboard prior to the elections to be ready to move forward as soon as possible.

ANNUAL MEETING

Number of Attendees: 12 (?) Some appeared to have left the meeting early, absent the program. There did not seem too much interest in the specifics of the business meeting per se since the agenda was mostly recognizing people past and future and listing of past and present p

Summary of Meeting Activities: Both meetings were run by outgoing Chair Jim Havron, and incoming Vice-chair/Chair-elect JoAnna Lincoln. Originally a few members logged in who later, mostly, dropped from the meeting, leaving primarily the incoming/outgoing Steering Committee

and a few members who remained until the end or near to it. The Council Liaison, Stephen Curley, was unable to attend but had provided a video of his report (which was not playable by several software programs, unfortunately,) and the Staff Liaison, Felicia Owens, lost her connection and was unable to return. (Note: Email discussions indicated that being dropped from the Zoom session had happened in numerous meetings, often to the person acting as host.) Introductions and thanks to outgoing Steering Committee member Bryan Whitledge, were made and extended. The officers explained the decision to add an Early Career Volunteer to the ballot, as well as appoint 2 other volunteers to serve with the steering committee, was made to help increase human resources and different ideas that might provide new opportunities for programs and interaction within the section and in outreach to others.

They expressed a desire to maintain the current role of the section as a passive information resource, but with a desire to work to become a more active source of information, discussion, aid, and outreach. The incoming committee, with the volunteers, was working on projects to focus on events related to security that were already in use with others, do outreach to other societies and individual repositories, interact with security focused groups in other professions, and work in cooperation with other sections or groups as the occasion presented it. Volunteers had already expressed interest in new means to share knowledge, interest people of the profession and community in general, and establish new resources to aid those in need.

The volunteers were to reach out to the section for assistance and mentorship, and the leadership requested the section to be alert for such opportunities. It was noted that several members had already stated, before we took on volunteers, that they would help, but since the section had a diverse membership, the officers called upon the membership to step up and mentor emerging colleagues in the field. Before the meeting closed, it was noted that such a call would need to be made by other means to members not present. Steering Committee members present agreed to stay for a short meeting to go over some of the specifics of their roles in the upcoming year. There is also support for maintaining resources for use with their own security needs. They have likewise repeatedly declined to participate very often in interactive discussion on the list, while stating they do not wish the section to close or merge with another. The primary need that has come from this is maintaining the list, the blog, and other content as our resources allow, and we have done this. The current officers, including appointed volunteers, feel that there are resources and issue discussions that the membership might find useful they were available, and might help members feel more inclined to participate in a more active. So although we have met the only needs really

It is difficult to describe the health of the section, although “fair to middling” might be good. Engagement is the same, and for the same reason (below). The energy is generally low unless some event takes place or something is said that is of specific interest to a member.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

A few of the “leadership” in the past few years have discussed the role of the section. We have looked at a couple of surveys, including pre-section days, and have shared discussions we have had with members. We have asked the membership for views and received them by email, personal conversations after the annual meeting and elsewhere. The chairs this last year compared notes and came to the conclusion that almost all who were interested in speaking out, a significant portion of both the membership and other section members who liked attending our meeting programs and checking the list, wanted the section to exist, to be here. At the same time, they were not very interested in being active parts of discussions. Things stood out: a) many felt that security was something that was done for them by others and that they, personally, really didn’t have much to contribute, b) many were afraid to speak about security failures, sharing such things with others, c) Members felt that many security issues “really” belonged as part of another section or group, and d) although interested in news about security-related events, many members just felt they had no real security issues.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Email lists are the general means to get messages to people, but personal interactive communication, e.g. phone calls, conference calls, in-person meetings, tend to do a better job of getting the message(s) across. Security is a complex field, and messages tend to not be interpreted as intended. Those of us in other groups who have been able to have video conferences have found them useful and a promising means of communication for us.

The steering committee has been composed of 3 members who were not assigned to the group, which creates a different dynamic. It has not been uncommon for 2 to have an email discussion and decide the third should be brought in, so the discussion has been held by individual email. The 3-way email has also been useful when schedules don’t fit, and a majority of 2 is awkward at best. Eventually we can all be on the same page. Adding the liaisons is problematic. If a suggestion for a change is made, there are 66% more contacts to be made to keep them apprized. It might be noted that on 2 occasions last year, one the Cybersecurity Term for the Day series and the “Hacker’s View of Archives” series (the last took, will take, multiple forms from list posts, blog posts, other written work and programs), well over a dozen non-section/list members asked to be notified or sent the material that would be provided to members on one program or the other, or both. They did not wish to join another section or subscribe to another list, but wanted the content.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

The most obvious shared scope sections would be privacy and confidentiality; preservation; independent archivists; lone arrangers; science, technology, and healthcare; electronic records; Human Rights Archives; Archival Management. The submitter of this report also works with security on a regular basis. He constantly works with things that are part of all of these sections.

How does one preserve records that have been stolen, destroyed, or altered? Preserve human rights or protect collections or staff connected with sensitive issues that may require privacy standards if one cannot guarantee there will be no unauthorized access or that the documents will not be altered? Obviously, this applies to the more general privacy and confidentiality focus. And health records? Manage archives without an awareness of the threats to the records, facilities, and staff? Work solo in an institution or as a consultant or archivist in an unusual setting, and where do you turn to establish security, confidentiality and assurance of integrity? Electronic records? The basics on what constitutes assuring reliability of electronic records, at least outside cultural heritage and libraries, are radically different today than just 10 months ago. Do we keep up with them? Issues and advocacy or reference, access, and outreach, without being able to show that records are accurate according to current standards and that donors will not have to worry about the security of their gifts?

All of the people I wrote security policies and plans for or with during at least the last 5-8 years (some longer, but all for that time) have a section of working remotely from home, conducting remote communications, what steps to take if disaster, crime, structural integrity issues, contagious illness, transportation failures, or infrastructure issues made it impossible to carry out the mission from the usual location in the usual ways. In other words, they had a plan for COVID-19 in their Security Plan. That is a security issue. It is also an issue in other areas, but it is a security issue. Was this the case for our archival institutions and professional groups, or did we have to invent, improvise, etc...?

Archives are supposed to permanently preserve records and documents of enduring historical value, along with aspects of that value, regardless of the format, providing for reasonable accessibility over time. Preservation is very difficult to argue convincingly without including the ability to demonstrate the record integrity to a standard acceptable to those who may need to use them in the future (e.g. a court).

Archives are all about doing things in a secure manner that can be proven to be so. There is little point otherwise. I frankly do not know of a section that does not need security built into its purpose.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Archives are all about doing things in a secure manner that can be proven to be so. There is little point otherwise. Whether preserving, appraising, describing, accessing, doing outreach or advocacy, establishing secure control over the items at hand is a necessary part of the work. I frankly do not know of a section that does not need security built into its purpose.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

Temporary work or meeting with others does not concern me. In fact, we welcome it. But while I think security should be a part of pretty much all we do in our profession; I have been made very aware over time that others do not feel that way. So: 1) very heavy feedback over the years from

archivists and librarians who feel that security is not really an “archives” thing; at least it isn’t a skill we should develop like arrangement and description; 2) archivists tend to lack security awareness and cybersecurity awareness, with the result that programming and initiatives with a security focus do not engender enthusiasm; 3) as odd as it might sound to some, many archivists see security as an obstacle, even though they may not admit it to themselves. This is actually common in the world at large, at least as seen by security professionals; 4) An example: It is difficult to deal with issues of identity theft, often not well understood outside of the security profession anyway, and their connection to archives, when one is primarily concerned with preserving records that may not be digital yet. So the latter group is only concerned, at best, with security as it relates to physically securing those documents. It may be a rare archivist that can see 10 ways that identity theft is related to security of those documents, so the tendency will be to focus on the part of the preservation that is not dependent on security, and that group will see its role as the most important. (Although this is not a representative sample, I have been in 5 programs in archives professional groups that were collaborations with others on mutually agreed upon subjects, only to have the control of the programs taken completely by the others.)

QUESTIONS FOR COUNCIL

his issue has been voiced in a few section presentations, as a question to a guest presenter at an annual section meeting, and among steering committee members during the past few years. The members of the most recent past steering committee are concerned with the lack of education about security, in its various forms, in archives training. Outside our field(s), security in general, and cybersecurity in particular, are consistently among the top 5 training and personnel issues in organizations of all types. I (Jim Havron) work in security, particularly cybersecurity, as well as archives. Where possible, I combine the two, practicing my cybersecurity audit, data recovery, intruder defense and mitigation, and general cyber hygiene training skills in cultural heritage environments. I, along with other professionals who have worked with me, have found that criminal/cybercriminal motivations and methods have long ago moved beyond the awareness of the average archivist or archival institution. While this is true of many organizations, a significant portion have at least acknowledged it and in many cases begun to rectify the situation. Unlike many of the others who have yet to become aware of the situation, the archives field has a specific security-based mission.

Why do we not have an area of our practice engaged in security and cybersecurity, with skills and knowledge coming from training by security professionals (preferably with some archival training, but with security as a primary field of practice)?

My personal security experience includes checking efficiency by hacking computers/networks/systems, picking locks, capturing radio/WiFi/magnetic wave/near frequency communications, hacking drones and using drones for surveillance, altering records without altering checksums, capturing keystrokes, rerouting Internet traffic, setting building environmental and emergency software to destroy archival collections with 3 days of soaking by water and temps over 95 degrees. It also includes rescuing people from rivers in canoes, caves, being adrift at sea for days, dealing with hurricanes and tornados, recovering from those storms

and other disasters, keeping missions going when criminals try to stop you, analyzing email and radio calls for help to determine real ones from fakes designed to divert resources, first aid, serving as a first responder for fire, law enforcement, and disaster response in many environments. And of course, the work I have done for years in archives and cultural heritage institutions.

At the same time, security professionals, both in the profession and not, listened to statements made by members and concluded that they may not be aware of how insecure their worlds really are. A security professional who worked for several archives professional groups had discovered massive numbers and levels of intrusion, theft, corruption, and use of material for personal attacks against individuals, but could not manage to make the archives professionals see the damage or danger.

Students and New Archives Professionals Section

Council Liaison: Eric Chin

Report Submitted by: Gayle Schechter

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Gayle Schechter	8/1/2019	9/1/2020
Vice Chair / Chair-Elect	Brenna Edwards	8/15/2019	9/1/2020
Secretary	Kayla Heslin	8/15/2019	9/1/2020
Steering Committee Member	Alexandra deGraffenreid	8/15/2019	9/1/2020
Steering Committee Member	Ashelee Gerald Hill	8/15/2019	9/1/2020
Steering Committee Member	Emily Mathay	8/15/2019	9/1/2020
Ex Officio	Laura Bell	12/31/2019	12/31/2020
Ex Officio	Stephanie Crawford	12/31/2019	12/31/2020
Ex Officio	Elizabeth Holdzkom	12/9/2019	12/31/2020
Ex Officio	Elizabeth James	12/9/2019	12/31/2020
Ex Officio	Lourdes Johnson	12/9/2019	12/31/2020
Ex Officio	Hope Ketcham Geeting	12/9/2019	12/31/2020
Ex Officio	Kaitlyn Lichtle	12/9/2019	12/31/2020
Ex Officio	Louise LoBello	12/9/2019	12/31/2020
Ex Officio	Joe Schill	12/31/2019	12/31/2020
Council Liaison	Eric Chin	7/24/2019	9/1/2022

ACTIVITIES

Completed: 1. SAA Nominating Committee AMA event 2. SNAP Statement on "To Everything There is a Season" 3. Co-sponsored SAA Constitution and Bylaws Reading Group 4. Endorsed open letter to SAA Council regarding jobs board decision 5. Joint BAS/SNAP colloquium on archival compensation and salary negotiation at 2020 Annual Meeting 6. Updated student chapter manual published on SAA microsite 7. Archivist Salary Transparency open spreadsheet linked to from microsite (primary "home" for this link)

Ongoing: Outreach: 1. 15 #SNAPrt Twitter chats 2. SNAP WordPress blog - bring back full SAA Candidate Forum in 2020-2021 3. Student chapters

New: 1. Partnership with Mentoring subcommittee 2. Looking into platform for presenting student work for conference presentations cancelled due to COVID-19

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

SNAP is continually at the forefront of advocating for archivists in the areas of equitable labor practices and compensation. We are among the most visible and consistent advocates for paid

internships and salary transparency within SAA. Additionally, our frequent and well-attended Twitter chats serve to raise the visibility of SAA, archival issues, and archivists within and outside of the field.

Goal 2: Enhancing Professional Growth

As SNAP is often the entry point for new members into SAA, our microsite is home to a number of resources aimed at new archivists and SAA members. With over 3,500 followers on SNAP's Twitter account, we are one of SAA's most visible and active sections on the site, and our Twitter chats have served to connect and facilitate knowledge-sharing between newer members with more seasoned archivists. Due to our visibility and activity, we are frequently contacted to collaborate with other sections and groups on programming, and we look forward to seeing how our partnership with the Mentoring subcommittee develops.

Goal 3: Advancing the Field

We have partnered with the ACA, Career Development subcommittee, and Records Management sections on Twitter chats, as well as the semi-regular publication of our "Ask and Archivist" blog series in which readers submit questions about working in archives.

Goal 4: Meeting Members' Needs

SNAP co-sponsored and presented 2 educational events pertaining to SAA membership this year: our Nominating Committee AMA was recorded and is available on SAA's YouTube channel, and we co-sponsored a 2 part SAA Bylaws and Constitution reading group.

ANNUAL MEETING

Number of Attendees: 167

Summary of Meeting Activities: This year's SNAP section meeting took place in two parts. A brief business meeting welcoming new steering committee members and summarizing section activities was attended by approximately 80-85 people. This was followed by jointly-planned programming with the Business Archives Section for their annual colloquium. Elizabeth Myers was our invited speaker discussing archival compensation and salary negotiation and allowed participants the chance to roleplay negotiations in breakout sessions

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

SNAP is very healthy and energetic. As mentioned above we are among SAA's most active and visible sections with a very engaged membership base as well as strong reputation among SAA component groups for collaboration.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

SNAP's membership engages primarily via our listserv. We've also had fairly good attendance at the events we've held over Zoom this year. We maintain both Facebook and Twitter accounts, with our Twitter audience being incredibly active and engaged.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))
Does your section share issues or scope overlap with other sections? If so, which sections?**

In the last few years that I have served on SNAP's steering committee, we have partnered/collaborated with the Issues & Advocacy Section, Business Archives Section, Records Management Section, Mentoring & Career Development subcommittees, as well as being approached by members of the ad-hoc salary transparency group and former members of SAA's Nominating committee to develop this year's educational programming.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

Considering our recent collaboration with two subcommittees of the Membership committee, as well as our (tenuous) connection with student chapters, I think there is a lot of opportunity to expand on our status as the informal "entry point" for many into SAA.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I would strongly advise against a merger of SNAP with another section or committee, considering how strong of a section we have been since our creation 8 years ago. We also encompass members of varying intersectional identities and career interests, as illustrated by our frequent collaboration with other sections and groups.

QUESTIONS FOR COUNCIL

While SAA, and Felicia Owens in particular, have been making a concerted effort to help SNAP create stronger ties with the network of student chapters, the onset of COVID-19 has obviously created additional hurdles for us in this area. SAA as an organization also has a long way to go in demonstrating its value to students and new professionals at this time. With professional development funding being frozen or eliminated for those still working at many institutions (and often not offered in the first place to those working in the numerous contingent positions available prior to, and likely after, COVID-19), SAA's declining membership will continue to comprise a majority of those newer to the field who simply are not being paid enough (or at all, given COVID-19 furloughs and layoffs) to justify spending \$55 (current student rate)+ on an organization that continues, in the words of Mark Lambert, "eat its young." One only needs to look at the work that SNAP has done this year in response to #thatdarnarticle and #thatdarnpetition as well as our work around salary transparency to see where the problems lie. There are some serious questions about whose voices are valued and elevated within this organization as well as who SAA advocates for, the archivists who make up its individual membership base, or our employers?

Visual Materials Section

Council Liaison: Melissa Gonzales

Report Submitted by: Mary Alice Harper

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Mary Alice Harper	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Patrick Cullom	8/15/2019	9/1/2020
Immediate Past Chair	Sandra Varry	8/15/2019	9/1/2020
Member-at-Large	Alison Anderson	8/15/2019	9/1/2021
Member-at-Large	Lilli Keaney	8/15/2019	9/1/2022
Member-at-Large	Ashley Levine	11/16/2018	9/1/2020
Communications Manager	Stefanie Caloia	5/11/2020	9/1/2020
Newsletter Editor	Deborah Rice	8/16/2014	9/1/2020
Web Liaison	Alan Renga	5/12/2015	9/1/2020
Council Liaison	Melissa Gonzales	8/18/2018	9/1/2021

ACTIVITIES

Completed: The Section's publication, Views, successfully transitioned from a twice-yearly online magazine format to a blog format on WordPress.

Ongoing:

1. Creation of a "terms of reference" to better facilitate the work of Steering Committee members;
2. Development of a communications plan so that we are more consistent in our outreach to Section members.

New:

1. Review and update of the 3-year plan for the Section, reassessing the current plan (2017-2020) and aligning the new plan with the goals and strategies set out in SAA's Strategic Plan (2020-2022);
2. Overhaul of the Section's private website (<http://saavms.org/>) to make the organization of content more logical;
3. Review of the Section's standing rules to clarify position responsibilities, terms, and protocols
4. Update plans for and hold the Section's annual meeting that was postponed due to unforeseen circumstances.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

While no direct advocacy efforts were undertaken by VMS in 2019-2020, the Section did donate its pilot funds to the Archival Workers Emergency Fund (AWEF).

Goal 2: Enhancing Professional Growth

The Communications Manager routinely alerted members to in-person and online opportunities that included workshops, webinars, and conferences not only affiliated with SAA but also with other related organizations including, but not limited to, VRA, ARLIS/NA, and RBMS.

Goal 3: Advancing the Field

Views continues to be a venue for sharing new research, tools, and practices and procedures. This year's past posts included three feature articles that examined teaching and learning using visual materials; demonstrated how an image can provide context to historical inventions and fads; and highlighted the use of an online tool to solve mysteries of poorly labeled or unidentified historic photographs and place them in a broader historical context.

Goal 4: Meeting Members' Needs

Moving Views from a twice-yearly online magazine format to a blog format on WordPress increased the dynamic nature of the publication, providing members with more opportunities to share their research and experiences. With this change, the Section leadership hopes to increase member participation.

ANNUAL MEETING

Number of Attendees: n/a

Summary of Meeting Activities: n/a

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

I would describe the health and energy of the section as good but not great. The listserv was not very busy, but it had a steady stream of posts. The social media accounts were not busy either. The section's Twitter account was not utilized this year, the Instagram account averaged one post per month, and the Facebook page averaged only several posts a month. And, similar to the last few years, it took a lot of personal lobbying to encourage members to run for office, although we wound up with a great applicant pool in the end. I believe there are several reasons for the low energy and engagement this year. Many members expressed they are overwhelmed with their current work situations due to increased responsibilities and projects, and staff and budget cuts. Beginning in March, the COVID-19 pandemic created abrupt and drastic changes to members'

lives and routines. Constantly shifting work plans, layoffs and furloughs, and the challenges of working from home while juggling a family, all caused a great deal of stress and anxiety, and left members with little or no time and energy for professional activities. On a more personal note, my sudden illness in June, followed by my hospitalization and long and ongoing recovery, caused me to step back from my leadership role at a time when plans for the annual section meeting should have expanded and solidified. And in July, the Vice Chair / Chair-Elect also fell ill and required hospitalization, so plans further fell by the wayside. Ultimately section leadership decided to postpone the annual section meeting until this fall. While I believe that was the right choice, it did temporarily deprive members of the main opportunity to connect with one another and feel energized and inspired. I can only hope that a properly planned meeting for later this fall will reinvigorate the section.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

The Section's email listserv remains the best means of communication, but for Section leadership communication via private email and Zoom meetings work best.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

I think there are many issues that could be shared with other sections including, but not limited to the following: Preservation; Metadata and Digital Objects; Collection Management; Reference, Access, and Outreach; Audio and Moving Image; and Public Library Archives/Special Collections. I love the idea of programming that would cut across sections, but I do not feel that there is scope overlap.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

The only umbrella I could see would be "Audio-Visual" that would include the Audio and Moving Image Section. But I think merging the two would do a disservice the sections' members by downplaying the distinct nature of each area in favor of lumping anything not paper-based together.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

My concern about merging sections has to do with the sense of community. While the section shares issues with various sections, I believe the section is best left alone. SAA has a large membership that makes it difficult to make meaningful connections. In fact I know several professional colleagues who opted out of SAA, preferring to participate in regional or state archives consortiums that have a smaller memberships. Offering members many sections, regardless of size and activity, provides them with the opportunity to find their unique communities, connect with those colleagues, and be inspired to be more engaged in the profession.

QUESTIONS FOR COUNCIL

1. Can a forum be created where members can post messages anonymously? Many members are reluctant to post questions on the Section's listserv for a variety of reasons, the most prominent being fear of retribution from colleagues and/or institutions due to perceived misrepresentations. Another reason is the fear of perceived ignorance in front of their professional colleagues. A solution might be to offer Sections generic email accounts, such as vms@archivists.org, that could be monitored by current Section leadership. Leadership could then post the question to the listserv so that it appears anonymously.

2. Can a column equivalent to The Ethicist, which appears in the New York Times Magazine, be created? Perhaps this and the Case Studies in Archival Ethics section of SAA's website could fall under the broader heading of Ethics? Ideally members would email their questions to a generic email account that would be monitored by a group of volunteer or elected archivists. Those archivists could then discuss the issue and post a reply to the column. This could empower archivists to better advocate for themselves or for improved policies and procedures in their institutions. The anonymous nature could encourage participation from members who are reluctant to post to any of the SAA listservs. In re potential budget requests, the Section does not have any at this time.

Web Archiving Section

Council Liaison: Ricardo Punzalan

Report Submitted by: Emily Ward

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Emily Ward	8/15/2019	9/1/2020
Vice Chair / Chair-Elect	Victoria Maches	8/15/2019	9/1/2020
Secretary	Kelsey O'Connell	8/18/2018	9/1/2020
Education Coordinator	Julia Corrin	8/18/2018	9/1/2020
Communications Coordinator	Nicole Greenhouse	8/15/2019	9/1/2020
Early-Career Member	Lydia Andeskie	8/15/2019	9/1/2020
Council Liaison	Ricardo Punzalan	8/18/2018	9/1/2021

ACTIVITIES

Completed: Compiled a list of Covid-related web archives. Co-sponsored a webinar with Archive-It on "What belongs in a Web Archive? Collection Development Policies and Goals" on February 18, 2020. A virtual annual meeting which covered section business as well as a discussion on spontaneous collecting.

Ongoing: Monthly News Roundup Blog post that goes out every month with web archiving news and announcements. Twitter posts to share news, announcements, and practitioner questions.

New: NA

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Web Archiving Section has advocated for archives and archivists by donating our pilot funds to the AWEF during the pandemic when many archivists found themselves out of work. Furthermore, the section leadership and members have hosted and participated in webinars and other discussions that advocate the work of archivists who create and maintain web archive collections which are endanger of permanent loss due to the ephemeral nature of the web.

Goal 2: Enhancing Professional Growth

This year, the section co-sponsored a webinar hosted by Archive-It and also dedicated a portion of their annual meeting to the discussion of spontaneous and reactive collecting of events-based collections. We also put out a monthly newsletter that consists of news, announcements, and scholarly works, on the topic of web archiving.

Goal 3: Advancing the Field

Again, we've co-sponsored and hosted educational webinars and discussions with Archive-It around the topics of collection development in web archives and spontaneous and reactive event-based collecting in web archives. We also disseminate information via our Twitter account and our blog.

Goal 4: Meeting Members' Needs

We are actively recruiting members to serve in leadership positions, providing educational opportunities through webinars and monitored discussions, and leading data collection on Covid-related collecting that could be analyzed in the future to gain insights into spontaneous and reactive collecting practices, challenges, etc.

ANNUAL MEETING

Number of Attendees: 70-75 (I think it was a few over 70 but not sure...)

Summary of Meeting Activities: The annual meeting began with an overview of the agenda, section business which focused on upcoming section leadership elections, and the rest of the meeting was occupied by a broad discussion of spontaneous event collecting and reactive collecting for web archives. Section leadership divided participants into five groups that were monitored by section leadership. The groups were provided with some prompts to help get the discussion going but the discussion could focus on whatever was needed by the group. After 25-30 minutes the groups returned to the main meeting area and reported back to the larger group what their group had discussed.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Our leadership is fairly engaged. The leadership met regularly once a month to discuss section business and to monitor and initiate projects and partnerships. We have seen a high number of participants when it comes to webinars and meetings, and there was a pretty high response rate for the Covid-based collecting data gathering project.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

We found that the monthly meeting was a great way to keep momentum going in the section and made it easier to get projects off the ground. We also used email but did not use the listserv unless we were emailing members.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Definitely. I'd imagine there is some overlap with all sections.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

The theme would need to focus on born-digital archiving I think but would need to encapsulate description, preservation, subject based collections and collections, ethics, etc.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I do worry that web archiving has the potential to get buried under all the other topics of born-digital archiving. Not many institutions have the luxury of committing one person full time to the task to begin with. It is not often considered a necessity to the mission so it's important to have a section dedicated to the subject in order to better advocate for the practice and for those practitioners that are needed to do the work.

QUESTIONS FOR COUNCIL

No.

Women Archivists Section

Council Liaison: Audra Eagle Yun / Rachel Winston

Report Submitted by: Carol Street

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	kYmberly Keeton	11/1/2019	9/1/2021
Co-Chair	Carol Street	8/18/2018	9/1/2020
Immediate Past Chair	Jessica Dowd Crouch	8/15/2019	9/1/2020
Steering Committee Member	April Anderson-Zorn	8/15/2019	9/1/2022
Steering Committee Member	Rayna Andrews	8/18/2018	9/1/2021
Steering Committee Member	Rosemary K. J. Davis	8/15/2019	9/1/2022
Steering Committee Member	Michelle Ganz	8/15/2019	9/1/2022
Steering Committee Member	Anjelica Ruiz	8/15/2019	9/1/2022
Council Liaison	Audra Yun	7/29/2017	9/1/2020
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

ACTIVITIES

Completed: 2020 annual section meeting.

Ongoing: Series of events related to self-care during the pandemic. Our first talk of the series was August 10, 2020 during the annual section meeting where we featured Dorothy Berry and her talk "Toppled Trucks and Acidic Folders: Taking Care of Yourself When Work is Not Working."

New: Series of events related to self-care during the pandemic. Our first talk of the series was August 10, 2020 during the annual section meeting where we featured Dorothy Berry and her talk "Toppled Trucks and Acidic Folders: Taking Care of Yourself When Work is Not Working."

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

I don't think we overtly achieved this goal this year.

Goal 2: Enhancing Professional Growth

Our 2019 section meeting focused on women navigating sex and racial bias in the work place.

Goal 3: Advancing the Field

Began conversations with CORDA to utilize the salary data the section completed a few years ago.

Goal 4: Meeting Members' Needs

One of our unmet goals this year was to assess what our members needs actually are. As we are a section for women and without a specific subject specialty, it's difficult to grasp what our members truly want out of the section. We have tried meetings related to women operating in the workplace and self-care; both are topics that seem to resonate with our membership.

ANNUAL MEETING

Number of Attendees: 143

Summary of Meeting Activities: The section steering committee met a few times this year, but dealing with the pandemic and changing work circumstances definitely affected our momentum.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

The section does have energy, but it needs to be more focused. I feel the incoming committee has a great working relationship to begin with, so they will be able to accomplish more going forward.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

The email listserv functions well for our members, but the in-person section meetings are where the magic happens. Open dialog is key to the health and vitality of this group.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Obviously, women archivists are in every other section of SAA. However, I feel WArS functions best as its own group that approaches how to help women succeed in the profession and life, in general.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

I truly don't know.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

I think it would be difficult to merge WArS because we need a space that discusses how to ask for a raise or move up in the profession, or just to be supportive of women in the profession generally. We are predominately a profession of women, however we still encounter sexism and

racism in the workplace. Men still hold a disproportionate amount of the managerial roles in the profession.

QUESTIONS FOR COUNCIL

No

Women's Collections Section

Council Liaison: Mario Ramirez

Report Submitted by: Michelle Peralta

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Valencia Johnson	8/1/2019	9/1/2020
Chair	Michelle Peralta	8/1/2019	9/1/2020
Vice Chair / Chair-Elect	Enid Ocegueda	8/1/2019	9/1/2020
Vice Chair / Chair-Elect	Chloe Pfendler	8/1/2019	9/1/2020
Council Liaison	Mario Ramirez	7/24/2019	9/1/2022

ACTIVITIES

Completed: Section forum (pandemic); created community engagement guidelines; migrated the blog; created an Anti-Racist statement; sent out membership survey; created section leadership handbook; communication evaluation and strategy assessment

Ongoing: Section forum (quarterly)

New: Reading group

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Donated our section funding to the Archival Workers Emergency Fund Blog posts; Supported events that center on surfacing women in collections (live tweeted Princeton Mudd Library's "Hidden in Plain Sight" symposium)

Goal 2: Enhancing Professional Growth

Held a panel on our annual section meeting surfacing collections in collaboration in with the Diverse Gender and Sexuality Section (DSGS)

Goal 3: Advancing the Field

Creating documentation for future section leaders, setting them up for success; Donated to the AWEFund; Amplified AWEFund on Twitter

Goal 4: Meeting Members' Needs

Held Section Forum after publishing our Anti-Racist statement and in support of Black lives; Created community engagement agreement for WCS in virtual and physical spaces; Created a WCS section leadership handbook; Sent out WCS section survey

ANNUAL MEETING

Number of Attendees: 70

Summary of Meeting Activities: Joint meeting with the Diverse Sexuality and Gender Section (DSGS) and held a panel on surfacing marginalized histories in archival collections; business meetings in breakout rooms

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

WCS is a lethargically engaged section. Members are interested in the concept of the section but it is difficult to be a section that is dependent upon the membership to produce content and work. Given the nature of processing projects members processing women-centric collections ebbs and flows and thus so too members' ability to contribute content to the section.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

The best forms of communication are the in-person section meeting, listserv emails, and Facebook.

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

WCS shares some overlapping interests with the Diverse Sexuality and Gender Section (DSGS) and we have collaborated with DSGS to hold joint section meetings at SAA for the past two years.

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

We feel the best umbrella suited for WCS would be one that explores and highlights collections from underrepresented and marginalized communities such as women, LGBTQ+, ability, rural, etc.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

We are unclear on the idea of an umbrella affiliation and we are interested in learning more about what this would look like (e.g., structure, governance, decision-making processes, etc.). WCS is a small section and we are concerned that our interests may not be well-represented or weighed as strongly as other sections in an umbrella affiliation.

QUESTIONS FOR COUNCIL

Thank you!