

**Society of American Archivists
Dictionary Working Group Meeting
August 18, 2015
Cleveland**

A G E N D A

* denotes supplementary documentation

I. Welcome and Introduction – Rosemary Pleva Flynn

II. Reports

- A. Council Update – Helen Wong Smith
- B. Standards Update – Kate Bowers
- C. Publishing Program – Margery Sly *

III. Outreach

- A. 2015 Annual Meeting Activities
 - Tweet Chat at #saawords
 - Table in Registration Area
 - "Define This" Stickers
 - Exhibit Hall "Office Hour": Partner with Journal and Publications Editors
- B. Word of the Week
 - Responding to Feedback
 - Metrics *
 - Ideas for Increasing Subscriptions
- C. Topics for *Off the Record* blog posts: archival word art . . .

IV. *Dictionary of Archives Terminology (DAT)*

- A. Software Next Steps
- B. Writing/Revising Definitions
- C. Migrating Data from Asana and Sandbox

V. Any Other Business