Society of American Archivists
Publications Board | American Archivist Editorial Board | Dictionary Working Group

August 2014 | Washington, DC

Publishing Program Overview for May–July 2014
(Prepared by Teresa Brinati)

I. BOOKS & MODULES

A. Project Status

i. New Output – Hurray!

- *Through the Archival Looking Glass: A Reader on Diversity and Inclusion*, edited by Mary Caldera and Kathryn Neal (May 2014), PDF version
- CASE STUDIES IN ARCHIVAL ETHICS: *An Online Exhibit: A Tale of Triumph and Tribulation* by Nancy Freeman and Robert B. Riter and *FOIA Request*, by Nancy Freeman and Holly Geist (July 2014), PDFs
- *Copyright and Unpublished Material: An Introduction for Users of Archives and Manuscript Collections*, prepared by SAA Intellectual Property Working Group (August 2014), print brochure

ii. In Production

- TRENDS IN ARCHIVES PRACTICE – Nineteen (!) modules are in various states of production. Projected availability in 2014/2015 for the following:
    - *Module 4: Becoming a Trusted Digital Repository* by Stephen J. Marks
    - *Digital Preservation Essentials*
      Edited with an introduction by Paul Conway and Christopher J. Prom
        - *Module 5: Acquiring Knowledge and Skills*, by Helen Tibbo
        - *Module 6: Achieving Organizational Readiness*, by Nancy McGovern
        - *Module 7: Preserving Digital Objects*, by Erin O'Meara and Kate Stratton
        - Module 8: Implementing Storage Technologies, by Jessica Colati
    - *Rights in the Digital Era*
      Edited with an introduction by Menzi Behrnd-Klodt and Christopher J. Prom
        - *Module 9: Understanding Copyright Law*, by Heather Briston
        - *Module 10: Balancing Privacy and Restrictions: Personal and Family Papers*, by Menzi Behrnd-Klodt
        - *Module 11: Balancing Privacy and Restrictions: Organizational, Business, and Government Records,* by Menzi Behrnd-Klodt
        - *Module 12: Managing Rights and Permissions*, by Aprille McKay
    - *Teaching with Primary Sources*
      Edited with an introduction by Lisa Hinchliffe and Christopher J. Prom
        - *Module 13: Contextualizing Archival Literacy: Environments and Issues*, by Elizabeth Yakel
        - *Module 14: Teaching with Archives: A Guide and Manual*, by Sammie Morris, Tamar Chute, and Ellen Swain
        - *Module 15: Helping Students Learn: Cases and Examples*, by Sammie Morris, Tamar Chute, and Ellen Swain

- o *Putting Descriptive Standards to Work*
  - ▪ *Module 16: Implementing DACS*, by Cory Nimer
  - ▪ *Module 17: Introducing EAC-CPF*, by Katherine Wisser
  - ▪ *Module 18: Using EAD3*
  - ▪ *Module 19: Sharing Archival Metadata*, by Aaron Rubinstein
- o *Archival Appraisal and Acquisition*
  - ▪ *Module 20: Collecting Digital Manuscripts*, by Gabriela Redwine and Megan Barnard
  - ▪ *Module 21: Appraising Electronic Records*
  - ▪ *Module 22: Accessioning Digital Archives*
- *EAD3* – The Technical Subcommittee on Encoded Archival Description is in the final stages of production on this standard. *EAD3* will be available for FREE ONLINE with print copies available for purchase in fall 2014.

B. Exciting Development: ARCHIVAL FUNDAMENTALS SERIES III

The Publications Board has begun to lay the foundation for the Archival Fundamentals Series III with projected availability starting in 2017. Like its predecessors, the series will be the bedrock of the publishing program and will represent SAA's intellectual capital. Each volume will support SAA's strategic goals: advocating for archives and archivists, enhancing professional growth, advancing for the field, and meeting members' needs. The series editor will be Peter J. Wosh, director of the Archives/Public History Program at New York University. Invitations were extended this summer to prospective volume authors; details are being discussed and worked out. As soon as all authors are on board, an announcement will be made. Here are the proposed titles:

- *Introducing Archives and Manuscripts*
- *Leading Archives and Manuscript Programs*
- *Appraising and Acquiring Archives and Manuscripts*
- *Arranging and Describing Archives and Manuscripts*
- *Preserving Archives and Manuscripts*
- *Providing Access and Reference Services for Archives and Manuscripts*
- *Advocacy and Outreach for Archives and Manuscript Programs*

C. Marketing

ii. Reviews of Books

Conceptualizing 21st-Century Archives (SAA, 2014) in ProtoView (May 2014), which provides abstracts to ProQuest

How to Manage Processing in Archives and Special Collections (SAA, 2012) in *Archives and Records: The Journal of the UK Archives and Records Association* (35:1, 2014)

Perspectives on Women's Archives (SAA, 2013) in *Choice* (51:7, 2014)

Waldo Gifford Leland and the Origins of the American Archival Profession (SAA, 2011) in *The American Archivist* (77:1, 2014)

iii. Regionals Archives and Allied Professional Meetings and Institutes
Western Archives Institute, Georgia Archives Institute

iv. Within SAA
- Publications used in or promoted at 31 SAA Continuing Education offerings since May.
- SAA Local Archives Government Repositories Contest
- Manuscript Repositories Section Jump In Initiative
- Summer sales promos for *Conceptualizing 21st-Century Archives*, *Through the Archival Looking Glass: A Reader on Diversity and Inclusion, Photographs: Archival Care and Management,* and *Museum Archives.*
- House ads in *In the Loop*, *Archival Outlook*, and *American Archivist*.

D. Revenues

FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY2013	FY 2014	FY2015 Projected
$505,847	$536,786	$500,426	$434,846	$408,430	$371,973	$320,247	$268,377	$255,024

II. DICTIONARY OF ARCHIVES TERMINOLOGY

Engaging the professional community in the identification and development of new terminology and the review of existing terms has been a chief focus of the Dictionary Working Group, which is building the new *Dictionary of Archives Terminology* (coming 2015). On July 23, Word of the Week was launched. This weekly e-blast now has more than 700 subscribers and is designed to introduce new terms and definitions as well as get feedback. Social (#SAA words) and other media also are being used in this effort. A revised form ("Suggest a Term") has been added to the SAA website. During the joint conference, DWG is hosting a breakfast forum and a "Define This" sticker promo to raise awareness about the dictionary and to encourage participation in its development.

III. PERIODICALS

A. *The American Archivist*
In early April, SAA received a termination notice from MetaPress, the hosting service since 2007 for *The American Archivist Online*. The online content will be accessible without interruption or adverse effect through January 28, 2015. In the meantime, an SAA group has been assembled to re-examine the journal's digital direction with regard to the new strategic plan and identify a solution. Chaired by Paul Conway (co-chair of the 2007 online investigation) and consisting of Amy Cooper Cary (Journal Reviews Editor), Brad Houston (SAA Archives), Bethany Anderson (Publications Board) and SAA staff, the group reports to the Editorial Board, which will make a recommendation to the Council this fall. In July, the group issued RFPs to 14 prospective vendors. Proposals are due August 29 and will be evaluated in September.

B. *Archival Outlook*
Last winter the digital edition of *Archival Outlook* was launched using BlueToad. There no longer is an embargo on recent issues—*AO* is open to all. The magazine has enjoyed a significant increase every month in issue visits and time spent per issue visit. According to BlueToad analytics, between February 1 and August 4 there were 13,610 total issue visits with a peak of 8 minutes spent per issue visit!

C. *In the Loop*
The new mobile design debuted in the spring has been well received by readers. Open and click rates are the highest they've been. Open rates have tipped 27% (that's the percentage of membership who open the email), while the click rates have hovered at 12% (the percentage of readers who click on a link in the email). According to MailChimp (the service used to send the biweekly e-blast), the nonprofit industry average for open rates is 23.5%. *In the Loop* is above average!

VI. 2014 JOINT ANNUAL MEETING

A. Publications-Related Events
- SAA Bookstore | Weds.–Sat. morn in Maryland C
- "The Latest Words" Breakfast Forum | Thurs. @ 7am–8am in Balcony A
- American Archivist Brown Bag Lunch Discussions | Thurs. @ Noon–1:15pm
- Office Hours (Chairs of Ed. Bd., Pubs, Dictionary) | Thurs. @ 6:30pm–7:30pm | Expo Hall Booths 812/814
- "Lemonade Toast to Authors" | Thurs. @ 3:15pm in Maryland C
- "Write Away" Breakfast Forum | Fri. @ 7am–8am in Delaware A

B. Awards and Recognitions
With generous funding from the SAA Foundation, SAA recognizes professional achievement with 21 different awards. Hats off to the 2014 Awards Committee and the more than 70 volunteers who served on the various selection committees, as well as the Committee to Select SAA Fellows. Since completing their tasks in May, news announcements about the various award recipients have been prepared and sent out. Recognitions will be presented on three occasions during the conference:

- Plenary 1 (Aug. 14, 8am) will include the naming of the five new Fellows.

- Plenary 2 (Aug. 15, 8am) will include the honoring of students (Josephine Forman Scholarship, Mosaic Scholarship, F. Gerald Ham Scholarship, Theodore Calvin Pease Award, Harold T. Pinkett Minority Student Award, Oliver Wendell Holmes Award, and Donald Peterson Student Travel Award) and one of the J. Franklin Jameson Archival Advocacy Award.

- The traditional Awards Ceremony (Aug. 15, 5:45 pm) will feature the balance of the recognitions: the other J. Franklin Jameson Archival Advocacy Award, Diversity Award, Sister M. Claude Lane, O.P., Memorial Award, Spotlight Award, Philip M. Hamer-Elizabeth Hamer Kegan Award, Fellows' Ernst Posner Award, Waldo Gifford Leland Award, Preservation Publication Award, C.F.W. Coker Award, Emerging Leader Award, Archival Innovator Award, and Council Exemplary Service Awards.