

**Society of American Archivists  
Dictionary Working Group Meeting  
January 30 – February 1, 2015  
Chicago**

**Publishing Program Overview  
July 2014 – January 2015  
(Prepared by Teresa Brinati)**

**I. PERIODICALS**

**A. *The American Archivist***

Big news! SAA signed a contract last week with Allen Press to support:

- hosting of all legacy and future online journal content;
- submission, tracking, review, and editing of manuscripts for the journal (NEW!);
- production of the online version of the journal in dual formats (PDF and HTML);
- maintenance of article-by-article embargo on new content for SAA members and subscribers;
- early delivery of individual articles to members and subscribers (NEW!);
- optimization of available content for reading on mobile devices (NEW!); and
- printing and distribution of the print edition of the journal.

A phased -implementation schedule is in process. Allen Press replaces MetaPress, the hosting service since 2007 for *The American Archivist Online*. MetaPress terminated its contract with SAA and other publishers last year. There will be no interruption of service during the transition. Allen Press also will take over printing and layout services provided by two other vendors.

The Working Group that investigated and recommended this solution was chaired by Paul Conway (who was co-chair of the journal's 2007 online publication investigation) and consisted of Amy Cooper Cary (Reviews Editor), Brad Houston (SAA Archives), Bethany Anderson (Publications Board), and me. The Working Group developed a list of requirements for a new vendor, identified sixteen potential vendors, and prepared an RFP that was mailed to those vendors in August. During the SAA Annual Meeting in DC, the Working Group and Editorial Board met jointly to discuss progress. The Working Group then reviewed responses received from seven vendors and made a recommendation to the Editorial Board in November.

**B. *Archival Outlook***

Two new opportunities for paid advertising will debut in 2015: 1) premium outside back cover placement, and 2) in the digital edition, "presentation page" placement, which is opposite the front cover. Any takers?

**C. *In the Loop***

The biweekly e-blast is enjoying its largest circulation yet: 7,563 subscribers as of January 21. Open rates have tipped 29% (that's the percentage of membership who open the email), while the click rates have hovered at 12.5% (the percentage of readers who click on a link in the email). According to MailChimp (the service used to send the e-blast), the nonprofit industry average for open rates is 23.5%. *In the Loop* continues to be above average!

**II. BOOKS | MODULES | CASE STUDIES | BROCHURES**

**A. III-peat! ARCHIVAL FUNDAMENTALS SERIES III**

A stellar cast of authors are now lined up for the seven volumes in the Archival Fundamentals Series III:

- *Introducing Archives and Manuscripts*, by Tom Nesmith (University of Manitoba)
- *Leading Archives and Manuscript Programs*, by David Carmicheal (Pennsylvania State Archives)
- *Appraising and Acquiring Archives and Manuscripts*, by Mark A. Greene (American Heritage Center, University of Wyoming)
- *Arranging and Describing Archives and Manuscripts*, by Dennis Meissner (Minnesota Historical Society)
- *Preserving Archives and Manuscripts: Principles and Practices*, by Elizabeth Joffrion (Western Washington University) and Michèle Cloonan (Simmons College)
- *Providing Reference and Access Services for Archives and Manuscripts*, by Cheryl Oestreicher (Boise State University)
- *Advocacy and Outreach for Archives and Manuscript Repositories*, by Kathleen Roe (New York State Archives)

The series editor will be Peter J. Wosh, director of the Archives/Public History Program at New York University. Volumes in the series are projected to be available beginning in 2017.

## B. Project Status

### i. New Output – Hurray!

- *Rights in the Digital Era* (February 2015)  
Edited with an introduction by Menzi Behrnd-Klodt and Christopher J. Prom
  - *Module 4: Understanding Copyright Law*, by Heather Briston
  - *Module 5: Balancing Privacy and Restrictions: Personal and Family Papers*, by Menzi Behrnd-Klodt
  - *Module 6: Balancing Privacy and Restrictions: Organizational, Business, and Government Records*, by Menzi Behrnd-Klodt
  - *Module 7: Managing Rights and Permissions*, by Aprille McKay
- CASE STUDIES IN ARCHIVAL ETHICS:
  - [\*Identifying Culturally Sensitive American Indian Material in a Non-tribal Institution\*](#) by Ellen M. Ryan (Sept. 2014), PDF
  - [\*Intellectual Property Concerns in Undocumented Corporate Collections\*](#) by Kathy McCardwell (Oct. 2014), PDF
- Free e-resource (posted Oct. 2014):
  - [\*Copyright and Unpublished Material: An Introduction for Users of Archives and Manuscript Collections\*](#), by SAA Intellectual Property Working Group (also available in print from the SAA bookstore)

### ii. In Production

- *Archives in Libraries* by Jeannette Bastian, Megan Sniffin-Marinoff, Donna Weber (projected availability is August 2015)
- TRENDS IN ARCHIVES PRACTICE – Assorted modules are in various states of production in this series.
  - *Module 8: Becoming a Trusted Digital Repository* by Steve Marks (projected availability is summer 2015)
  - *Digital Preservation Essentials*  
Edited with an introduction by Paul Conway and Christopher J. Prom
    - *Module: Acquiring Knowledge and Skills*, by Helen Tibbo
    - *Module: Achieving Organizational Readiness*, by Nancy McGovern
    - *Module: Preserving Digital Objects*, by Erin O'Meara and Kate Stratton

- *Module: Implementing Storage Technologies*, by Jessica Colati
- *Teaching with Primary Sources*  
Edited with an introduction by Lisa Hinchliffe and Christopher J. Prom
  - *Module: Contextualizing Archival Literacy: Environments and Issues*, by Elizabeth Yakel
  - *Module: Teaching with Archives: A Guide and Manual*, by Sammie Morris, Tamar Chute, and Ellen Swain
  - *Module: Helping Students Learn: Cases and Examples*, by Sammie Morris, Tamar Chute, and Ellen Swain
- *Putting Descriptive Standards to Work*
  - *Module: Implementing DACS*, by Cory Nimer
  - *Module: Introducing EAC-CPF*, by Katherine Wisser
  - *Module: Sharing Archival Metadata*, by Aaron Rubinstein
  - *Module: Using EAD3*, by TBD
- *Archival Appraisal and Acquisition*
  - *Module: Collecting Digital Manuscripts*, by Gabriela Redwine and Megan Barnard
  - *Module: Appraising Electronic Records*, by TBD
  - *Module: Accessioning Digital Archives*, by TBD
- *EAD3* – The Technical Subcommittee on Encoded Archival Description of the Standards Committee is now projecting availability sometime in 2015 (free online; print copies available for purchase).

## C. Marketing

### i. 2015 Media Kit

Designed by Anne Hartman, it has been distributed to current/prospective advertisers, annual meeting exhibitors, and workshop sponsors.

### ii. Reviews of Books in the Professional Literature

- *Perspectives on Women's Archives* (SAA, 2013) in *Information & Culture: A Journal of History* (Sept. 2014), *Archives & Manuscripts* (July 2014), *Journal of Archival Organization* (2013), *The American Archivist* (Fall/Winter 2014), *Archival Issues* 36 (2014)
- *Through the Archival Looking Glass: A Reader on Diversity and Inclusion* (SAA, 2014) in *Journal of the Society of North Carolina Archivists* (Fall 2014), *Journal of Western Archives* (5:1, 2014)
- *Exhibits in Archives and Special Collections* (SAA, 2013) in *NEA News* (July 2014), *Archival Issues* 36 (2014)
- *The Lone Arranger: Succeeding in a Small Repository* (SAA, 2012) in *Catholic Library World* (June 2014)

### iii. Book Promos

- Regional Meetings this Fall: Conference of Intermountain Archivists, Society of Rocky Mountain Archivists, Society of Indiana Archivists, Society of Ohio Archivists, Society of Tennessee Archivists, Society of Mississippi Archivists, Louisiana Archives and Manuscripts Assn., Kentucky Council on Archives, Society of Georgia Archivists, Archivists Round Table of Metropolitan NY, Mid-Atlantic Regional Archives Conference, New Hampshire Archives Group, Society of Alabama Archivists, South Carolina Archival Association, New England Archivists
- Association of Canadian Archivists: “Member Draw” prize (SAA books)
- Ohio Historical Society: “I Found It In The Archives” prize (SAA books)

#### iv. Within SAA

- Publications used in or promoted at 60+ SAA Continuing Education offerings from July through January.
- House ads in *In the Loop*, *Archival Outlook*, and *American Archivist*.
- Student Chapters and SNAP
- Archives and Archivists of Color Roundtable: Twitter Banner Contest prize (SAA book)

### III. MISCELLANEOUS

#### A. Committee on Public Awareness (COPA)

In keeping with President Roe's "Year of Living Dangerously for Archives" and SAA's strategic priorities, COPA implemented a first-ever #AskAnArchivist Day on October 30. Archivists around the country took to Twitter to answer questions about any and all things archives. This day-long event was designed to encourage the public to connect directly with archivists in their communities. At the end of the day, more than 2,000 participants had contributed 6,000+ Tweets. Highlights have been compiled in [Storify](#).

#### B. Awards

Do you know of an individual or organization that has made an outstanding contribution to the archives profession? Or promoted greater public awareness of archives? Have you published a groundbreaking book, written an outstanding article, or developed an innovative finding aid? SAA offers a variety of opportunities for professional recognition and financial assistance through the naming of Fellows, an awards competition, and scholarships. Nominate a deserving colleague—or yourself—by Feb. 29!!!

#### C. Professional Development

##### • Association Media and Publishing

In September, organized a morning-long educational session, "Got Data? How to Use Big Data to Drive Content and Publishing Decisions," which featured panelists from the Society for Vascular Surgery, Society of Critical Care Medicine, and Association Management Center.

##### • Association Forum of Chicagoland

As co-chair of the Book Publishers group, co-organized a brown bag lunch session in October, "Mistakes Were Made: 'Oops' Moments and How to Maintain Organizational Effectiveness," which featured as a presenter SAA member Kate Elgayeva, archivist and assessment director at The Chicago School of Professional Psychology who is completing her dissertation on organizational development. In December, co-organized "Time to Get Social! Tapping into the Power of Facebook, Twitter & Other Social Media Outlets," which featured speakers from Morningstar and the American Health Information Management Association.