

**Society of American Archivists  
Council Meeting  
January 25 – 27, 2012  
Chicago, Illinois**

**Annual Report: Diversity Committee  
(Prepared by Bergis Jules, Chair, and Terry Baxter, Immediate Past Chair)**

Members:

**Jules, Bergis**, Chair (AACR rep), 8/27/2011 - 8/10/2013, University of Chicago  
**Booker, Jamal**, Committee Member, 8/15/2009 - 8/11/2012, The Coca-Cola Company  
**Campbell, Stuart**, Committee Member, 8/27/2011 - 8/16/2014, Chicago State University  
**Castaño, Erika**, Committee Member, 8/14/2010 - 8/11/2012, University of Arizona  
**Chenault, Wesley**, Committee Member, 8/27/2011 - 8/16/2014, Virginia Commonwealth University  
**Gachette, Michelle**, Committee Member (LACCHA rep), 9/20/2010 - 8/10/2013, Harvard University Archives  
**Love, Valerie**, Committee Member, 8/14/2010 - 8/10/2013, University of Connecticut  
**Massmann, Ann**, Committee Member (NAAR rep), 8/14/2010 - 8/11/2012, University of New Mexico  
**Richards, Deborah**, Committee Member (LAGAR rep), 8/14/2010 - 8/10/2013, Smith College Archives  
**Salvatore, Cecilia**, Committee Member, 8/27/2011 - 8/16/2014, Dominican University  
**Torres, Deborah**, Committee Member, 8/27/2011 - 8/16/2014, St. Catherine University  
**Wooten, Kelly**, Committee Member (WAR/WCRT rep), 8/14/2010 - 8/11/2012, Duke University  
**Richardson, Deborra**, Council Liaison, 8/15/2009 - 8/11/2012, Smithsonian Institution, National Museum of American History  
**Vagts, Rachel**, *Ex Officio*, 8/27/2011 - 8/11/2012, Luther College

This report covers the actions of the Diversity Committee for the calendar year 2011.

1. In March, the Diversity Committee discussed the labor situation between UNITE 1 and the Hyatt. Over a month-long period of discussion via the committee discussion list, the decision was to continue to monitor the situation but to defer to the Labor Archives RT and the SAA Council unless issues more specific to the committee's mission appeared.
2. In April, Terry met (virtually) with Adriana Cuervo, Rachel Vagts, and Brian Doyle to discuss the development of a membership survey and the diversity components that

might be included in the survey. Brian planned to use input from the meeting to refine the production of a survey.

3. On July 18, the committee discussed by conference call the creation of a Diversity Award. A draft was submitted to SAA Council for consideration and was approved with revisions on August 22. (See <http://www.archivists.org/governance/minutes/min082211.asp>)
4. The Diversity Committee met on August 23 in Chicago. The meeting minutes are appended below.
5. On November 7 Bergis Jules met with Helen Tibbo and Nancy Beaumont to discuss the feasibility of applying for an IMLS grant by December 15 to support the Mosaic Program. It was decided that the grant application should be tabled until 2012. During the meeting there was a conference call with Mark Puente, Director of Diversity Initiatives at the Association of Research Libraries, to discuss the possibility of submitting a joint grant application by SAA and ARL. Further discussion about this plan has also been tabled until January 2012 due to schedule conflicts during the holidays.
6. The Diversity Committee endorsed two session proposals for SAA 2012 in San Diego. Both of those session proposals were accepted by the conference planning committee: “Whose Justice? ‘Social Justice’ and Political Correctness in Archival Thought and Practice” and “A Bilingual History: Promoting Spanish Language Collections to Tell the History of the American West in Mexico.”

Diversity Committee Meeting  
August 23, 2011  
10:00 am – 1:00 pm  
Chicago Hyatt Regency Hotel (Wrigley)

Draft Minutes  
Prepared by René Mueller

In attendance: Chair Terry Baxter; members Bergis Jules (incoming chair), Wesley Chenault, Stuart Campbell, Erica Castaño, Anne Massmann, Debbie Richards, Deb Torres, Adriana Cuervo (ex officio), and Rachel Vagts (incoming ex officio); Council members Brenda Lawson (Membership Committee) and Deborra Richardson (Diversity Committee); guest Wendy Tan; and SAA Executive Director Nancy Beaumont, Member and Technical Service Director Brian Doyle, and Program Coordinator René Mueller.

**Introductions**

Outgoing and incoming members introduced themselves, included institutional affiliation and relationship to the Diversity Committee.

**Staff Report: Membership Survey and Database Demographics (Doyle)**

Doyle gave background on Membership Survey and summarized the variety of issues to be included:

- General member needs and satisfaction (core services: membership, career center, advocacy, publications, education, annual meeting)
- Assessment of value of institutional membership, how it is perceived, how it meets member needs
- Diversity
- E-business propositions (virtual conferencing, e-publications, e-learning, etc.)
- Social responsibility.

FY 2012 budget includes \$8,000 for survey design, implementation, and analysis. One pricing model notes cost at \$70/data point (five multiple choice options = \$350).

The group reviewed the survey RFP (publicly available at <http://www.archivists.org/council/Council0811/0811-1-V-E2-Memb-Addendum.pdf>, under 0811 Council Agenda Item V.E.2.), focusing on project goals and timelines. The group discussed diversity and social responsibility questions, noting that focus groups might be more effective than survey questions for more open-ended questions and that specific, quantifiable questions should be identified for the survey.

**To Do (Committee):** Develop specific questions for Membership Survey pinpointing specific member needs in terms of diversity.

The group discussed asking different members different sets of questions, focus groups, and the survey as an opportunity to reach out to members to find out about diversity. Concerns included the perceived difficulty of becoming active in SAA leadership positions, communication, diversifying those in leadership roles, understanding non-SAA member needs (i.e., regionals).

**To Do (Doyle):** Build ownership of survey questions into the RFP. (Done.) Reinstitute use of demographic database fields (end of September); include on dues renewal forms.

**Membership Committee Report (Cuervo):** (taken out of order later in agenda) Brief summary of the Membership Committee's discussion about primary contacts of institutional members, voting, and fellows. Further discussion on the issues suspended until the results of the membership vote on voting methods and eligibility to hold office were known. Membership survey details were covered earlier in the meeting. Noted that a New Member Roundtable was forming, that they would need mentoring, and that they might be a good connection for the Mentoring Program. A survey of the Key Contact Program was conducted (results not in yet), and the idea of shifting/sharing responsibilities with the SAA staff was being examined. Instead of calling both new and lapsed members, the subcommittee would focus on welcoming new members and renewal efforts would be taken on by SAA staff.

**Council Liaison Report (Richardson):** Diversity Award was approved, as was the Emerging Leader Award. Members were encouraged to attend the Business Meeting and vote. SAA will apply for observer status in the World Intellectual Property Organization (WIPO), and the Council endorsed OCLC's Well-Intentioned Practice for Putting Digitized Collections of Unpublished Materials Online along with IPWG's preface. The Standards Portal also launched this week.

The group discussed the newly-approved Annual Meeting Task Force as a way to get at how the Society feels about social responsibility, at member needs for the meeting, and at broad member participation. See Call for Participants on SAA website for details (<http://www2.archivists.org/news/2011/volunteers-sought-for-annual-meeting-task-force>).

**Treasures at the Museum and Documenting History in Your Own Backyard (Richardson):** Richardson circulated a copy of her book, gave some background, and the group gave feedback that included other conferences and plugs for other meetings. Discussion turned to ideas on how to help serve the needs of communities and the role of diversity in achieving that goal. Specific tools included books and models on how to navigate archives; more such tools are needed for smaller archives. For example, a tool on how to find IP counsel and what an IP lawyer does would be valuable.

**Mosaic Program (Jules):** Summary of the fall 2010 meeting held in Chicago included an outline of the goals of the program, ideas on how to grow the program, and the basics of the plan (additional undergraduate and graduate scholarships, plus doctoral travel award). Key points to make the plan successful included mentoring, a symposium, and a

program officer hired specifically to administer the program (grant needed to fund). Baxter added comments about the sustainability of the program, indicating that the current work plan builds a foundation and that the goal is to eventually offer 10 (or more) scholarships per year and continue funding the program into the future.

**To Do:** Post Mosaic Program Plan on the Committee microsite.

**Diversity Award (Baxter):** No questions or discussion.

**Annual Meeting Task Force (Baxter):** No questions or discussion; addressed at the beginning of the meeting.

**Increasing Diversity in the Nominations Process (Cuervo):** (Membership Committee report addressed first.) Nominating Committee, whose work was already in process, articulated improvements for next year. The goal of the process is a diverse slate of candidates. A call is issued; names are collected. The list does not seem to be too diverse with lots of academics from the Midwest and East Coast.

The group discussed how academics are more likely to put themselves forward, the need to reach out to smaller organizations who have more challenges, and how the Membership Survey could help define the universe (distribution of archives and types of institutions) to understand whether the slate reflects the SAA membership. The group agreed that SAA needs to do more to educate communities at the grassroots level, potentially through the use of e-resources (examples: Canada, American Archives Month, I Found It In The Archives, advocacy section of the SAA website).

Nominating Committee suggestions for improvement included soliciting section and roundtable nominations, obtaining background information on candidates and talking points via the ballot form, develop a way to solicit recommendations (like recommendations in Linked In). The group discussed how even these mechanisms keep the “known” elected, versus the “unknown” groups (i.e., lone arrangers who often don’t have networks). The problem is a good one: there are two times as many volunteers as open slots. A list of information needed includes:

- Leadership history
- SAA profile
- Demographics
- A completed form.

**To Do (staff):** Check ballot form to make sure it requests appropriate background information; work with Nominating Committee to vet forms based on how complete they are. Develop ways to collect and compile the requested information.

**Native American Protocols Forum (Baxter):** Summary of previous Forums; plug for the upcoming Forum, which is the last in the series. The group discussed the newly-launched Standards Portal as a potential place for the Protocols to live in the context of

what comes next for the Protocols. Baxter indicated the intent to send the Protocols to the Council again for endorsement.

**Participation at Joint Conference of Librarians of Color (Baxter on behalf of Gachette):** The group discussed an SAA presence (please request materials from the office) at the conference, which first took place in 2006. Solicited interest in going out into the community and interacting with other groups to help acquire and retain SAA members.

**Diversity Census (Baxter on behalf of Gachette):** See discussion under Membership Survey.

Meeting adjourned at 12:39 p.m.