

**Society of American Archivists
Council Conference Call
February 11, 2019
1:00 – 2:00 pm EST**

**Petition to Form Professional Writing Section
(Prepared by Michelle Ganz, Alison Stankrauff, and Rebecca Hankins)**

BACKGROUND

To request the Council's approval for a new section: The Professional Writing Section.

Purpose of Section:

- To support the SAA Strategic Goal 3.3 of enhancing professional knowledge through partnerships and collaboration and Strategic Goal 4: Meeting Members' Needs.
- To create an environment conducive to supporting new and novice writers through the professional publishing process.
- To connect the SAA Publications Board with interested writers.
- To connect regional archival publications with interested writers.
- To seek out and provide specialized support for marginalized voices.

Need for the Section:

- There is currently no regular/centralized place for new or novice writers to connect with people in a similar situation and more seasoned writers for support and counsel.
- The new section would allow for easy access to peer reviewers, co-authors, and a single clearinghouse of resources currently located in sections like SNAP, the *American Archivist* portal, and randomly across the SAA website.
- Currently the only way to learn how the process works is to reach out to an individual publisher or editor for guidance. The new section would bring those publishers, editors, seasoned professionals, and interested parties together in one spot for ongoing support.
- To help writers navigate the process of "selling" an article to a publication.
- New professionals need help transitioning from writing papers for school to writing professionally. This new section can provide ongoing support as each new cohort of professionals leave school and join the field.
- People who are transitioning from one field to another or from an institution with support to one without need specialized support that differs from what new professionals need. A dedicated section can provide guidance regardless of career stage.
- Support for people who need publishing for tenure or certifications.

- A section has the resources to seek out marginalized and outsider voices, non-academic and non-traditional archivists, and offer specialized support that is otherwise inaccessible.
- To help writers understand complex issues like copyright and intellectual property.

DISCUSSION

The focus of the Section is bridging the gap between novices and those who have published, to guide people through the mechanics of publishing.

Professional writing is a skill acquired through education and practice, however many archivists do not have the foundational skills necessary to be confident and successful writers. The section will address this through the following initiatives:

- Basics of writing tutorials and help on the microsite.
- Partnering new writers with a seasoned professional for one-on-one help.
- Encouraging discussion on and posing questions to the section discussion list.

The section will tackle such issues as:

- How to write an abstract;
- Citation styles and appropriate usage;
- How to complete a literature review;
- Writing to and/or for a subject specialty;
- Providing specialized support for unique pieces; and
- Helping writers meet their contract deadlines.

Section members will be encouraged to submit to smaller, regional publications rather than submitting everything to SAA publications. (See Appendix A.) Additionally, the section will boost calls from other SAA sections for blog or newsletter posts, peer reviews, or other writing opportunities. Section members will be encouraged to consider alternative formats including poster presentations, annual meeting panels/lightning talks, or educational formats like webinars or workshops.

The section will encourage cross-professional partnerships with librarians, historians, et al, and encouraging submissions to partner publications.

The section standing rules, to be determined by the initial steering committee, will clearly lay out procedures future leadership must follow to ensure sustainability of the agreed-upon strategies detailed here. Given the unique goals of the section, leaders will build sustainability into the standing rules, including things like:

- Section Subcommittees:

- Peer Review Committee
 - Educational Support Committee
 - Outreach Committee
- **Section Ambassadors:** These individuals will send calls to the list, inform the section of upcoming deadlines, bring requests to the section leadership, and help set the section's strategic goals for the year.
 - Ambassador to Publications Board.
 - Section Ambassadors.
 - Regional Publication Ambassadors.
 - International Publication Ambassadors.

A survey of the SAA membership was taken to determine the level of interest in a new section. The full results of the survey are attached at the end of this document.

Summary of results:

42 yes responses within the first 5 hours.

The 100- member threshold was reached within 24 hours of the survey opening.

225 yes votes were obtained by the close of the survey 1 week after opening.

Note - Full survey data in Appendix C.

RECOMMENDATION

THAT the SAA Council approve the creation of the new Professional Writing Section.

Support Statement: The SAA Council supports professional writers. This new section will help connect writers with the resources they need to successfully publish in professional journals. The section will also help connect national and regional publishers with potential new authors.

Impact on Strategic Priorities: The Professional Writers Section was created with overwhelming support from SAA members and is in line with SAA's strategic goals.

GOAL 1: ADVOCATING FOR ARCHIVES AND ARCHIVISTS

SAA members, in private conversations, have expressed embarrassment due to lack of understanding of the fundamentals of professional writing and publishing. An SAA-sanctioned Section provides a safe space where people can go to get passive or active help.

1.1. Provide leadership in promoting the value of archives and archivists to institutions, communities, and society.

An SAA Section will provide the structure and leadership to support archivists as they promote the value of archives. The Section will provide the support to help foster and promote new SAA innovators and leaders.

1.2. Educate and influence decision makers about the importance of archives and archivists.

By providing all SAA members with the tools to become professional writers, they will be able to better educate and influence decision makers and stakeholders about the importance of archives and archivists.

1.4. Strengthen the ability of those who manage and use archival materials to articulate the value of archives.

Providing members with the foundational skills needed to write professional strengthens their ability to articulate the value of archives.

GOAL 2: ENHANCING PROFESSIONAL GROWTH

2.1. Mentor and support the career development of members to assist them in achieving their goals.

The survey results clearly show that members are interested in getting this kind of support.

2.2. Provide content, via education and publications, that reflects the latest thinking and best practices in the field.

Section leadership, utilizing the microsite and listserv, the Section Annual meeting to share information and educational opportunities, both externally created/linked to and created by membership webinars, newsletters, social media, etc.

IDEAS: Microsite sections with resources and webinars, Annual meeting workshopping, Peer review opportunities, Member created webinars, How to write a works cited page, what's a literature review, etc.

2.3. Deliver information and education via methods that are accessible, affordable, and keep pace with technological change.

A formal SAA section creates a space to deliver information and education to members for low or no cost.

2.4. Foster communities for professional interaction:

One of the missions of the Section is to foster open and supportive interaction for professional writers.

GOAL 3: ADVANCING THE FIELD

3.1. Identify the need for new standards, guidelines, and best practices and lead or participate in their development.

Members and leadership will be able to identify the need for new standards, guidelines and best practices as the need arises.

3.2. Foster and disseminate research in and about the field.

The number one goal of the section is to foster and disseminate research in and about the field. Additionally, the Section will support the development of high quality research and professional publication.

3.3. Participate actively in relevant partnerships and collaborations to enhance professional knowledge.

The section will provide a place to create partnerships and collaborations that will lead to enhanced professional knowledge.

3.4. Support development of executive leadership skills and encourage participation in leadership opportunities by archivists at all stages of their careers.

The section will provide support to members that will allow them to develop into the next generation of leaders.

GOAL 4: MEETING MEMBERS' NEEDS

4.1. Facilitate effective communication with and among members.

The section will provide a safe space for members to communicate and support each other.

4.2. Create opportunities for members to participate fully in the association.

The section, by definition, will create opportunities for members to fully participate in the publishing aspect of the association.

4.3. Foster an inclusive association and profession through greater diversity of membership and expanded leadership opportunities.

A section designed to foster and support new writers will have the time and resources, like the listserv and microsite, to promote marginalized voices.

4.4. Ensure that leaders are accessible and that their work is transparent.

The section will throw the professional writing process into the open and allow members to truly understand every facet of the professional writing process from concept to publication.

Fiscal Impact: There is no financial impact on the organization beyond the standard operating costs for a section.

Appendix A: Publications, Journals and Blogs that put out calls for authors

Regional Publications:¹

Archival Issues (Midwest Archives Conference)

Archival Practice

Archive Journal

¹ Retrieved from: <https://archivespublishing.com/journals/> on December 18, 2018.

retrieved from: https://github.com/tanseym/journals_calendar/blob/master/journals_publication_sched.csv on December 18, 2018.

Archivaria

Archives and Records (UK)

ARSC Journal (Association for Recorded Sound Collections)

Collections: A Journal for Museum and Archives Professionals

Information & Culture (formerly *Libraries & the Cultural Record*)

Journal of Archival Organization

Journal of Contemporary Archival Studies

Journal of Documentation

Journal of the American Institute for Conservation

Journal of the Association for Information Science and Technology

Journal of the Society of North Carolina Archivists (Society of North Carolina Archivists)

Journal of Western Archives

Manuscript Studies, A Journal of the Schoenberg Institute for Manuscript Studies

The Moving Image (The Association of Moving Image Archivists)

The Oral History Review (Oral History Association)

Practical Technology for Archives

The Primary Source (Society of Mississippi Archivists)

Provenance (Journal of the Society of Georgia Archivists)

RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage

The Reading Room

Records Management Journal

SLIS Connecting (University of Southern Mississippi, School of Library & Information Science)

Society of Indiana Newsletter

Michigan Archival Association Newsletter

Society of Ohio Archivists Newsletter

International and Non-English Publications:

Acesso Livre (Brazil National Archives)

African Journal of Library, Archives, and Information Science

Archifacts (Archives and Records Association of New Zealand)

Archival Science: International Journal on Recorded Information

Archivaria (Association of Canadian Archivists)

Archives and Manuscripts (Australian Society of Archivists)

Archives and Records (Archives and Records Association)

Arhivi (Archival Association of Slovenia)

COMMA (International Council on Archives)

ESARBICA Journal: Journal of the Eastern and Southern Africa Regional Branch of the

International Council on Archives

Fontes Artis Musicae (International Association of Music Libraries, Archives and Documentation Centres)

Fonds d'Archives (Archives Society of Alberta)
The Indian Archives (National Archives of India)
International Journal of Digital Curation
International Preservation News (IFLA)
Irish Archives (Irish Society for Archives)
Journal of the Korean Society of Information Management
Journal of the International Association of Sound and Audiovisual Archives
Journal of the South African Society of Archivists
KULA: Knowledge Creation, Dissemination, and Preservation Studies
VIEW Journal of European Television History and Culture (University of Victoria)
Arbido (Switzerland)
Archeion (Poland)
Archivalische Zeitschrift (Germany)

Section Blogs and Newsletters:

Issues and Advocacy Blog
Museum Section Newsletter
SOLO the Lone Arranger Section Newsletter
bloggERS!
WArS Blog
SAA Reference, Access, and Outreach RAO News Blog

Appendix B: Petition of SAA Members

	Name	Institution or employer	SAA Member?
1	Courtney Bailey	State Archives of North Carolina	Yes
2	Molly Brown	Northeastern University	Yes
3	Jennifer Fremont	My Personal Archives	Yes
4	Lauren Zuchowski Longwell	Loyola Marymount University	Yes
5	Kristy Sorensen	Austin Presbyterian Theological Seminary	Yes
6	Tricia Gilson	Bartholomew County Public Library	Yes
7	Amy C. Vo	Monmouth County Historical Association	Yes
8	Chaitra Powell	UNC Chapel Hill	Yes
9	Olivia Eanes	UNC Charlotte	Yes
10	Sharon L. Robinson	artist/writer/poet www.sharonrobinson.org	Yes
11	Benjamin Mendez	Palmer School, LIU Post	Yes
12	Caryn Radick	Rutgers University	Yes
13	Ian McGlory	University of Nevada, Reno	Yes
14	Barbara Ambos	Massasoit Community College	Yes

15	Colleen Farry	The University of Scranton	Yes
16	Bryce Rudder	Michigan Opera Theatre	Yes
17	Jeremy Linden	Linden Preservation Services, Inc.	Yes
18	John Levin	School for International Training	Yes
19	Rebecca Pattillo	University of Louisville	Yes
20	Whitney Hamm	Missouri Southern State University	Yes
21	Allyson Smally	University of Chicago	Yes
22	Jennifer Brannock	University of Southern Mississippi	Yes
23	Emily Lapworth	University of Nevada, Las Vegas	Yes
24	Jessica Hinson-Williams	Roxbury Community College	Yes
25	Elise Reynolds	Church History Library	Yes
26	Amie Alscheff		Yes
27	Anita Hoffman	Shenandoah University	No
28	Rebecca Hopman	Corning Museum of Glass	Yes
29	Susan Illis	Society of Mary	Yes
30	Ashley M Senske	National Comedy Center	Yes
31	Rachel Seale	Iowa State University	Yes
32	Erin Fussell	San Jose State University iSchool	Yes
33	Beaudry	Villanova University	Yes
34	Laura Streett	Vassar College	Yes
35	Ellen Show	The Mint Museum	Yes
36	Anna Tunnicliff	University of Iowa	Yes
37	Hannah		Yes
38	Sara Schwartz Kendall	Marshall Gold Discovery SHP	Yes
39	DiAnna Hemsath	McGoogan Library of Medicine Special Collections	Yes
40	Kelsey O'Connell	Northwestern University	Yes
41	Becky Geller	NEDCC	Yes
42	Cindy Abel Morris	University of New Mexico	Yes
43	Ellen LeClere	University of Wisconsin-Madison	Yes
44	Fatemeh Rezaei	University of Baltimore	Yes
45	Meaghan O'Riordan	Rose Library, Emory University	Yes
46	B. Lynn Whitfield	Texas Tech University	Yes
47	Christine Adolph	Los Angeles Public Library	Yes
48	Rachel Walton	Rollins College	Yes
49	Diane Tyink	Maxwell Museum, University of New Mexico	Yes
50	Margo Lentz-Meyer	Virginia Museum of Fine Arts	Yes
51	Elizabeth Scott	East Stroudsburg University	Yes
52	Lauren Goodley	Texas State University	Yes
53	Jessica DePrest	AMPAS	Yes
54	Carla Cain		Yes
55	Karen Morse	University of Rhode Island	Yes

56	Michell Gilman		Yes
57	Berlin Loa	Cal Poly San Luis Obispo	No
58	Megan Garbett-Styger	Point No Point Treaty Council	Yes
59	Anne Baker	Missouri State University	Yes
60	Charlene Peacock	Presbyterian Historical Society	Yes
61	Mary Alice Harper	Harry Ransom Center	Yes
62	Rebecca Briggs Becker	University of Tennessee	Yes
63	Mary McRobinson	Willamette University	Yes
64	greta suiter	MIT	Yes
65	Laura Uglean Jackson	University of Northern Colorado	Yes
66	James Clark	Cape Fear Community College	Yes
67	Amy Thomson	Middle Tennessee State University	Yes
68	Amy San Antonio	University of North Texas	Yes
69	Liz Kluesner	Valley Community Library	Yes
70	Laura E Bell	University of Baltimore	Yes
71	Barbara Anne Beaucar	The Barnes Foundation	Yes
72	Danielle Marie Nista	NYU	Yes
73	HEATHER BIDZINSKI	Canadian Museum for Human Rights	Yes
74	Christine Hernandez	Tulane University	Yes
75	Michelle Schabowski	Physician Assistant History Society	Yes
76	Ashley Howdeshell	Loyola University Chicago Archives and Special Collections	Yes
77	Adam Speirs	Denver Water	Yes
78	Charity Park	Arkansas Tech University - Ross Pendergraft Library	Yes
79	Marsha A. Lewis	Detroit Public Schools	No
80	Dana Lamparello	Northwestern University	Yes
81	Catherine Carey	La Salle Universtiy	Yes
82	Alissa Zawoyski	Penn State University Libraries	Yes
83	Rebekah McFarland	Sisters of the Living Word	Yes
84	Adina Riggins	UNCW Randall Library	Yes
85	Audrey Swartz	Kansas State University	Yes
86	Deborah Gurt	University of South Alabama	Yes
87	Jessica Quagliaroli	Yale University Library	Yes
88	Jackie Esposito	Penn State University	Yes
89	Linda Hocking	Litchfield Historical Society	Yes
90	Emily Higgs	North Carolina State University Libraries	Yes
91	Anna Kresmer	National Federation of the Blind	Yes
92	Scott Keefer	Daughters of Charity, Province of St. Louise	Yes
93	Jaimi Parker	University of North Texas Special Collections	Yes
94	Margaret Breidenbaugh	LSTA Grant Funded Project Cataloger	Yes
95	Gabrielle Spiers	Naval History and Heritage Command	Yes

96	Jennifer Mitchell	LSU	Yes
97	Cecily Dyer	Brooklyn Historical Society	Yes
98	Amy Brunner	Univ. Of Pittsburgh	Yes
99	Irene Gates	Harvard University	Yes
100	Alison Dundy	PRL	Yes
101	Ashley Williams	Hagley Museum and Library	Yes
102	Michelle Mirza	A.A.W.S. Inc.	Yes
103	Alexandra Mills	Concordia University	Yes
104	Debbie Glymph-Bennett	IUPUI	Yes
105	Miranda Mims	University of Rochester	Yes
106	Carla O. Alvarez	Benson Collection, University of Texas at Austin	Yes
107	Andrew Hyslop	California State Archives	Yes
108	Lorna Loring	Stewart Bell Jr. Archives, Winchester, VA	Yes
109	Melissa Barker	Houston County, TN. Archives	Yes
110	Tori Maches	UC San Diego	Yes
111	Alvah	Melanin Art Appraisals, LLC	Yes
112	Hilary Swett	Writers Guild Foundation	Yes
113	Jessica Chapel	Harvard Law School Library	Yes
114	Janet Parsch		Yes
115	Jessica Newell	Edgar Cayce Foundation	Yes
116	Betsy Johnson	Sisters of Mercy, Mercy Heritage Center	Yes
117	Tomaro Taylor	University of South Florida Libraries	Yes
118	Mary anne lenk		Yes
119	Tabitha Cary	Cornell University, Rare and Manuscript Collections	Yes
120	Stefani Baldivia	California State University, Chico; Meriam Library	No
121	Bradley Harjehausen	Edward-Dean Museum & Gardens	Yes
122	Ana D. Rodriguez	Florida International University	Yes
123	Laura Sullivan	Iowa State University	Yes
124	Anuja Navare	Pasadena Museum of History	Yes
125	Jennifer Sirotkin	Chick-fil-A, Inc.	Yes
126	Sara Shutkin	Alverno College	Yes
127	Jennifer Ulrich	Columbia University	Yes
128	Ashley Levine	Artifex Press	Yes
129	Cate Mayfield	Mill Valley Public Library	Yes
130	Ruth Bryan	University of Kentucky	Yes
131	Siony Flowers		Yes
132	Joanna Black	Sierra Club	Yes
133	Charlie Macquarie	University of California, San Francisco	Yes
134	Rebecca Wiederhold	Brigham Young University	Yes
135	Nancy Lenoil	California State Archives	Yes
136	Petrina Jackson	Iowa State University	Yes

137	Jennifer Sturm	De La Salle Institute	Yes
138	Elizabeth Shepard	Weill Cornell Medical College	Yes
139	Andrea Matlak	American Dental Association	Yes
140	Sean McConnell	Rosenberg Library	Yes
141	Laurie Sefton	San Jose State University	Yes
142	Eunice Liu	The Winthrop Group, Inc.	Yes
143	Amy Bishop	Iowa State University	Yes
144	April W Feldman	California State University Northridge	Yes
145	Eira Tansey	University of Cincinnati	Yes
146	Karen Garcia	Vizcaya Museum and Gardens	Yes
147	Wesley Chenault	Virginia Commonwealth University	Yes
148	Amanda Wick	University of Minnesota	Yes
149	Marissa Maggs	New York Public Library	Yes
150	Sharmila Bhatia	National Archives	Yes
151	Sarah Keen	Colgate University	Yes
152	Sarah Coates	University of Florida	Yes
153	Katie Nash	University of Wisconsin-Madison	Yes
154	María Isabel Molestina-Kurlat	The Morgan Library & Museum	Yes
155	Lindsay Wittwer	Center for Puerto Rican Studies, Hunter College, CUNY	Yes
156	Joel Horowitz	Alexandria Public Library Local History/Special Collections	Yes
157	April Akins	Lander University	Yes
158	Heather Perez	Stockton University	Yes
159	Cara Griggs	Library of Virginia	Yes
160	Renée Elizabeth Neely	Consultant - Project Archivist CSSJ Brown University	Yes
161	Mark Edwin Peterson	Woodrow Wilson Presidential Library	Yes
162	Marietta Carr	Cuyahoga Community College	Yes
163	Amy Cooper Cary	Marquette University	Yes
164	Roxanne Dunn	Southeast Missouri State University	Yes
165	Shira Bistricher	The Winthrop Group	Yes
166	D.J. Reece	UAM Taylor Library	Yes
167	Robert Presutti	Dollar Bank	Yes
168	Carey Hedlund	Penland School of Crafts	Yes
169	Marian Schad	Delaware Valley University	Yes
170	william M modrow	Miami university	Yes
171	Diane Bockrath	Arcadia University	No
172	Mary Crauderueff	Haverford College	Yes
173	Martha Bace	University of Alabama Libraries	Yes
174	John Dewees	Toledo Lucas County Public Library	Yes

175	Corinne Marasco	St. Paul's Episcopal Church, Alexandria, VA	No
176	Molly Lentz-Meyer	University of Richmond School of Law	Yes
177	Devhra BennettJones	Lloyd Library & Museum	Yes
178	Karina Hagelin	Cornell	No
179	Lynsey Crantz-Allie	Allie Archival Consulting	Yes
180	Stephanie Bredbenner	Yale University	Yes
181	Noah Lasley	University of Tennessee at Chattanooga	Yes
182	Daria Labinsky	Jimmy Carter Library (NARA)	Yes
183	Barbara Gombach	independent archivist	Yes
184	Will Coates		Yes
185	Allaina Wallace	Denver Botanic Gardens	Yes
186	Georgina Tom	'Iolani School	Yes
187	Lori Dedeyan	UCLA Library Special Collections	Yes
188	Susan Beamer	Schweitzer Engineering Laboratories, Inc	Yes
189	Susan Swiatosz	University of North Florida	Yes
190	Jeanne Lowrey	Yale University	Yes
191	Victoria Eastes	Texas A&M University-Central Texas	Yes
192	Jen King	George Washington University	Yes
193	Carrie Phillips	Bluffton University	No
194	Marcella Huggard	University of Kansas	Yes
195	Joseph Denton	Atmos Energy Corporation	Yes
196	James (Jim) Havron	consultant/contractor	Yes
197	Amelia Holmes	Nantucket Historical Association	Yes
198	Jennifer Johnson	Cargill, Incorporated	Yes
199	Tewodros (Teddy) Abebe	Howard University	Yes
200	Blake Graham	University of Nebraska-Lincoln	Yes
201	Jane Ingold	Penn State Erie, the Behrend College	Yes
202	Deborah Marie Thomas	Yazoo Library Association	Yes
203	Michelle Sayers	Church History Library of The Church of Jesus Christ of Latter-day Saints	Yes
204	Anna Trammell	Pacific Lutheran University	Yes
205	Erin Passehl Stoddart	University of Oregon	Yes
206	Heather Soyka	Kent State University	Yes
207	Dan Noonan	The Ohio State University	Yes
208	Alexandra Plante	Hudson County Community College	Yes
209	Grace Eng	Pacific Gas and Electric Company	Yes
210	Carol B Wilson	Stanford Law School	Yes
211	Deb Schiff	Chester Public Library	Yes
212	Marta Crilly	Boston City Archives	Yes
213	Colleen McFarland Rademaker	The Corning Museum of Glass	Yes

214	Greg Bailey	Texas A&M University	Yes
215	Alexis Peregoy	Center for Creative Photography	Yes
216	Ashley Todd-Diaz	Towson University	Yes
217	Samantha Norling	Newfields	Yes
218	Caitlin Rizzo	Penn State University	Yes
219	Lydia Tang	Michigan State University	Yes
220	Benn Joseph	Northwestern University Libraries	Yes
221	Julia Corrin	Carnegie Mellon University	Yes
222	Meredith Torre	Atlanta Housing Archives	Yes
223	Rayna Andrews	Archives of American Art	Yes
224	Alison Reynolds	Georgia Institute of Technology	Yes
225	Cinda Nofziger	Bentley Historical Library, University of Michigan	Yes
226	Stefanie Caloia	Reuther Library, Wayne State University	Yes
227	William Villano	Private Collections	Yes
228	Katy Rawdon	Temple University	Yes
229	Natalie Worsham	LSU	Yes
230	Michelle Ganz	McDonough Innovation	Yes