

**Society of American Archivists
Council Meeting
February 1, 3, 2023
Virtual Meeting**

Agendas and background materials for SAA Council meetings are publicly available via the SAA website at: <http://www2.archivists.org/governance/reports>. Each Council meeting agenda comprises Consent Items, Action Items, Discussion Items, and Reports, and the number/letter in the minutes (e.g., II.A.) corresponds to an item listed on the agenda. The minutes summarize actions taken and the outcomes of discussions. Reports generally are not summarized in the minutes, but provide a wealth of information about the work of appointed and component groups and the staff. To view the reports—and all other background materials—see the SAA website.

Wednesday, February 1

President Terry Baxter called the meeting to order at 1:05 p.m. CT on Wednesday, February 1. Present were Vice President Helen Wong Smith; Treasurer Sharmila Bhatia; Executive Committee Member Derek Mosley; Council members Krystal Appiah, Stephen Curley, Joyce Gabiola, Jasmine Jones, Dominique Luster, Lydia Tang, and Rachel Winston; and SAA Executive Director Jacqueline Price Osafo, Assistant Director of Publishing Abigail Christian, Director of Operations Cherie Newell, Education Director Rana Hutchinson Salzman, and Governance Manager Felicia Owens.

Guests included SAA Foundation president Lisa Mangiafico as well as Christine Liebson, Rebecca Becker, Jessica Farrell, Molly Seegers, Alison Clemens, Zoe Hill, Betts Coup, Faith Charlton, Melissa Gonzales, Steve Duckworth, and staff member Astoria Edwards.

Unable to attend was Council member Tonia Sutherland.

I. COUNCIL BUSINESS

A. Adoption of the Agenda

Baxter introduced the agenda. Wong Smith moved adoption of the agenda, Bhatia seconded, and the agenda was adopted unanimously (**MOTION 1**).

B. Status of Council To Do List

Council members briefly reviewed and provided updates on the status of actions listed in this internal working document.

C. Declare Conflicts of Interest

No Conflicts of interest were brought forward.

II. CONSENT AGENDA

The following items were adopted by consent (**MOTION 2**).

Move Consent Items: Mosley

Second Consent Items: Winston

Vote: PASSED (unanimous)

A. Ratify Executive Committee Interim Actions

THAT the following interim actions taken by the Executive Committee between November 10, 2022, and January 12, 2023, be ratified:

- Signed on to a [letter](#) drafted by PublicKnowledge.org, as recommended by the Intellectual Property Working Group, to the US Patent and Trademark Office opposing a potential new intellectual property right related to broadcasting that could impede archival work. (November 10, 2022)
- Approved a [rationale document](#), as drafted by Executive Director Jacqueline Price Osafo, to accompany the proposed amendments to the SAA constitution and bylaws. (December 22, 2022)
- Signed on to a [statement](#), written in conjunction with the Council of State Archivists and the National Association of Government Archives and Records Administrators, recommending the appointment of an archivist to the President’s Committee on the Arts and Humanities. (December 22, 2022)
- Agreed to partner for the second year with American Library Association, the Association of College and Research Libraries, and the Association of Research Libraries to observe the [National Day of Racial Healing](#). (January 12, 2023)

B. Approve November 1, 3, 2022, Council Meeting Minutes [CONFIDENTIAL]

THAT the November 2022 Council meeting minutes, as drafted, be approved.

Following this meeting, the November 2022, meeting minutes were made available on the SAA website at: <https://www2.archivists.org/groups/saa-council/november-1-3-2022-council-meeting-minutes>

C. Updates to Documenting in Times of Crisis Toolkit

THAT Documenting in Times of Crisis: A Resource Kit webpage sections “Digital Content” and “Emotional Support” be updated as follows (*underline = addition*):

Support Statement: Inclusion of additional resources to the Digital Content and Emotional Support sections of the SAA’s Documenting in Times of Crisis: A Resource Kit would expand the Society’s efforts in providing current and timely information, assistance, and support to those collecting in the times of crisis.

Impact on Strategic Priorities: Additions to SAA’s Documenting in Times of Crisis: A Resource Kit would assist in achieving Goal 3: Advancing the Field and Goal 4: Meeting Members’ Needs of the Society’s Goals and Strategies.

Fiscal Impact: Adoption of the motion to make changes to the online Resource Kit would have negligible fiscal impact.

III. STRATEGIC PLANNING

A. Current Strategic Plan

The SAA Strategic Plan FY 2023-2025 was provided for reference.

B. Work Plan on Diversity, Equity, Inclusion, and Accessibility (DEIA)

The SAA Work Plan on DEIA was provided for reference.

C. Approve Updated 2023-2025 Strategic Plan Actions and Timelines

Baxter introduced a revised version of the strategic plan action and timelines dashboard, noting the groups in bold are to be the lead on each action item. The Council further discussed a few questions and open items, and then approved the final revised version. See the final version in the [Appendix](#).

MOTION 3

THAT the following updates to the Strategic Plan FY 23-25 Actions and Timelines dashboard, as further revised by the Council, be approved.

Support Statement: These revisions align with the Council’s stated priorities to further diversity, equity, inclusion, accessibility, and cultural competency across the organization.

Fiscal Impact: Approving this strategic plan and dashboard does not require specific funding at this time, but will inform budget recommendations and decisions for upcoming fiscal years.

Move: Mosley

Second: Bhatia

Vote: PASSED (unanimous)

IV. ACTION AGENDA

A. Appoint Members to Committee on the Selection of SAA Fellows

Each year the Council elects three individuals to serve on the Committee on the Selection of SAA Fellows. The Committee comprises the five most recent past presidents of the Society and three Fellows who are elected by the Council. The Council reviewed the list of eligible Fellows and put forward three nominees and two alternates. Following the meeting, Appiah contacted the selected nominees to confirm their consent to serve.

MOTION 4

THAT Nancy Lenoil, Rebecca Hankins, and Steven Booth be selected to serve on the 2023 Committee on the Selection of SAA Fellows.

Move: Bhatia

Second: Appiah

Vote: PASSED (unanimous)

Support Statement: Lenoil, Hankins, and Booth are well qualified to serve in this important capacity.

Fiscal Impact: None.

B. Petition for New Section on User Experience

The Council reviewed and discussed the petition for a new section on User Experience.

MOTION 5

THAT the SAA Council approve the creation of a new User Experience Section.

Support Statement: The SAA membership—as well as librarians and archivists broadly speaking—have positively and resolutely supported a petition the authors of this proposal sent to the community to form a User Experience Section. By the time of this petition submission, 208 positive votes were collected (176 of them being self-reported SAA members in good standing).

Impact on Strategic Priorities: The creation of a User Experience Section will help SAA meet all four goals identified in its Strategic Plan. It will provide educational resources and mentorship, it will foster both internal and external collaboration (for example, with the Digital Libraries Foundation Technology Strategy for Archives Working Group) in developing a robust and scalable community of practice such that archivists at all repositories will be able to employ; it will facilitate opportunities for the archival profession to conduct much needed research to inform the development of new guidelines and best practices for archival description, discovery and access based on evidence of user needs; and it will provide support and advocacy opportunities for archivists and information professionals whose work focuses in user

experience, as well as archivists who would like to be able to perform user experience work who currently feel that they lack the skills to do so.

Fiscal Impact: The cost of creating this Section would be the same as creating any other section, including responding to member requests, generating reports to/from SAA Council, competing for other resources offered by SAA, and the SAA Governance Manager's time. We understand that staff time would be required to maintain the section microsite and other online resources, run annual elections, handle annual meetings and reporting, and provide general support, just as with any other SAA section. However, this Section has the added benefit of potentially leading to SAA's development of paid educational resources focused on User Experience, which could have a positive fiscal impact for the Society.

Move: Baxter
Second: Tang
Vote: PASSED

C. Other Action Items from Council Members

No additional action items were brought forward.

D. Executive Session

The Council moved into a confidential executive session to discuss nominees to serve on the Committee on the Selection of SAA Fellows as well as the *American Archivist* editor evaluation.

MOTION 6

THAT the Council move into a private executive session.

Move: Bhatia
Second: Wong Smith
Vote: PASSED (unanimous)

V. DISCUSSION ITEMS

A. Developing Organizational Support for Archival Workers Labor Needs

Due to insufficient time, the Council held this item for discussion on Friday.

I. COUNCIL BUSINESS

Bhatia moved adjournment, Mosley seconded, and the Council meeting was adjourned by unanimous consent at 3:55 pm CT on Wednesday, February 1.

Friday, November 3

President Terry Baxter called the meeting to order at 1:04 p.m. CT on Wednesday, February 1. Present were Vice President Helen Wong Smith; Treasurer Sharmila Bhatia; Executive Committee Member Derek Mosley; Council members Krystal Appiah, Stephen Curley, Joyce Gabiola, Dominique Luster, Tonia Sutherland, Lydia Tang, and Rachel Winston; and SAA Executive Director Jacqueline Price Osafo, Assistant Director of Publishing Abigail Christian, Director of Operations Cherie Newell, Education Director Rana Hutchinson Salzmann, and Governance Manager Felicia Owens.

Guests included Melissa Gonzales, Steve Duckworth, Rebecca Becker, Zoe Hill, Alison Clemens, Betts Coup, Eira Tansey, Faith Charlton, Jessica Farrell, Lauren White, Molly Seegers, Cory Nimer, and SAA staff.

Unable to attend was Council member Jasmine Jones.

I. COUNCIL BUSINESS

Baxter introduced the agenda, noting that the Reports agenda would be covered first, followed by the Discussion agenda. Mosley moved adoption of the agenda, Bhatia seconded, and the agenda was adopted unanimously (**MOTION 7**).

V. DISCUSSION ITEMS

A. Developing Organizational Support for Archival Workers Labor Needs

Baxter led the Council through a discussion of current archival worker needs, particularly around work precarity and recent worker strikes at libraries and archives. The Council discussed possible ways for SAA to support archival workers on these fronts, and Baxter agreed to draft a description and charge for a new task force to address these issues, to bring forward at the next Council meeting.

B. Update on Constitution and Bylaws Referendum

Mosley shared that the Executive Committee held a well-attended virtual town hall in January to discuss the proposed amendments to the constitution and bylaws with the membership. The Executive Committee is reviewing the feedback received from the call for comments. To ensure proper time to reconcile all comments, they have decided to postpone the member referendum to May. Jacqueline Price Osafo confirmed that the proposed amendments are also being reviewed by legal counsel.

C. Section Health Assessment Updates

Gabiola, Tang, and Luster provided an update on the planned timeline and actions for the section health assessment. The membership survey was postponed, due to timing around the constitution and bylaws comment period but will be issued soon.

D. 2023 SAA Annual Meeting Planning

Price Osafo provided an update on final numbers from the 2022 conference, as well as plans underway for the 2023 Annual meeting.

E. Other Discussion Items from Council Members

No additional discussion items were brought forward.

VI. REPORTS

Reports are discussed by the Council only as needed and generally are not summarized in the minutes (with the exception of the Executive Committee report, which details interim actions of the Executive Committee). They do, however, provide a wealth of information about the work of appointed and component groups and the staff. To view the reports—and all other background materials—see <http://www2.archivists.org/governance/reports>.

The Council reviewed, but did not discuss, the following reports:

- A. [President](#)
- B. [Vice President/President-Elect](#)
- C. [Treasurer](#)
- D.2. [Staff: Membership](#)
- D.3. [Staff: Education](#)
- D.4. [Staff: Publications](#)
- D.6. [Staff: Technology](#)
- E. [American Archivist Editor](#)
- F. [Publications Editor](#)
- G. [Report: SAA Foundation](#)

D.1. Staff: Executive Director

D.5. Staff: Annual Meeting

See above for updates on the Annual Meeting.

H. Other Reports from Council Members/What Are You Hearing from Members?

No additional reports were brought forward.

I. COUNCIL BUSINESS (continued)

C. Review of February 2023 To-Do List and Talking Points

Council members reviewed the draft list of action items stemming from the meeting.

D. Meeting Debrief

The Council briefly reflected on the highlights from the meeting and suggestions for improving future virtual Council meetings.

E. Adjournment

Mosley moved adjournment, Winston seconded, and the Council meeting was adjourned by unanimous consent at 3:55 p.m. CT on Friday, February 3.

Society of American Archivists Strategic Plan Actions and Timelines FY 2023 – FY 2025

Notes:

- The **SAA Work Plan on Diversity, Equity, Inclusion, and Accessibility (DEIA)**, approved in November 2021, is referenced throughout this dashboard; the DEIA Work Plan includes more detailed tasks for each high-level priority listed here. See the most current version at: https://www2.archivists.org/sites/all/files/SAA-DEIA-WorkPlan_AsApproved111021.pdf.
- Levels of staff support are designated as follows: Staff1 = ≥ 400 hours/year; Staff2 = 100-400 hours/year; Staff3 = ≤ 100 hours/year.

Goal 1: Advocating for Archives
Society values the vital role of archives and archivists.

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

FY24-25	A. Develop service-oriented competency training (for archivists) that focuses on the need for archivists to cultivate non-custodial, reciprocal relationships with their community. [DEIA Work Plan 1.6, 3.1 and 4.2]	[DEIA]	Committee on Education / Archival Repatriation Comm / Diversity Committee / Sections (RAO, NAAS, A&D, etc.) / Council / Staff2
FY23-24	B. Provide media training for cohort 1 of 5-7 members; create media opportunities.		COPA / COPP / PR Counsel / Staff2
	C. Provide media training for cohort 2 of 5-7 members; create media opportunities.		COPA / PR Counsel / Staff3

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

FY24	A. Draft legislation for national funding initiative; seek sponsors.		COPP / Joint Working Group / NCH
FY22-25	B. Develop letters/editorials on public policy issues for archivists' use.	Operational	COPA / COPP / Staff3

	[Consider providing training on how to write an op-ed.]		
FY23	C. Develop “Facts and Figures” data-based webpage.	In progress.	CORDA / Staff3
FY24	D. Seek co-sponsors for federal funding initiative.		COPP / Joint Working Group / NCH
FY25	E. Use early A*CENSUS II data to craft messages re: funding for archives/archivists for several uses, including with policy makers, HR and other administrators, and funding agencies.		COPP / COPA / CORDA / Arch Mgmt Section / Staff3
	F. Develop graphics, interactive map to track district visits; participation “count down” to all 50 states.		Staff3 / COPP / JWG on Advocacy
FY24-25	G. Develop resources for internal advocacy for niche areas of the profession (Tribal, corporate, etc.)		COPA / Staff

1.3. Provide leadership in ensuring the completeness, diversity, and accessibility of the historical record.

FY23-25	A. Exhibit at future ATALM conferences; establish scholarship program for NAAS members. [DEIA Work Plan]	Ongoing.	NAAS / Publications Board / Staff3
FY24	B. Webcasts on <i>Protocols and Guidelines for Accessibility</i> . [DEIA Work Plan]	Ongoing.	NAAS (SAAF Grant) / Comm on Education / A&D Section / Staff3
FY24	C. Complete “IP Guide” to Native American <i>Protocols</i> . [DEIA Work Plan]		IPWG / Arch Repatriation Comm
FY24	D. Publish Archival and Special Collections Facilities.	Ongoing.	TS-AFG / Publications Board / Staff2

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

FY24	A. Rally archivists to conduct district visits.	Ongoing.	COPP / Joint Working Group / Staff3
FY23-25	B. Based on “Facts and Figures” web page information, lead active outreach to managers, allied organizations, and	In progress.	CORDA / COPP / COPA / Staff3

	users of archival material to utilize this data.		
FY23-25	C. Specifically address archivists reaching out to users (e.g., AHA, ASALAH, genealogists, etc.) and their immediate communities. [Look for mention of non-custodial relationships.] [DEIA Work Plan 1.6]	[DEIA]	Council, COPA, RAO Section

Goal 2: Enhancing Professional Growth
Archivists have access to the professional community and resources they need to be successful and effective in their careers.

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

FY23	A. Develop a comprehensive Management Track.	Ongoing.	Committee on Education / Arch Mgmt Section / Staff1
FY23	B. Implement remaining Management Track programs.	Ongoing.	Committee on Education / Staff1
FY23	C. Consider how to strengthen Mentoring Program/opportunities; implement.	Ongoing.	Membership Committee / Staff3
FY23	D. Initiate development of research, data, and assessment workshops and training program.	Ongoing.	CORDA / Comm Education / Staff3
FY23	E. Salary reporting and inclusive job description. [DEIA Work Plan - 1.1]	[DEIA]	TBD, Arch Mgmt Section
FY23-25	F. Contingent labor and pathways to a secure career for BIPOC, LGBTQIA+, and disabled archival workers [DEIA Work Plan - 1.2]	[DEIA]	Task Force on Memb Pathways, Membership Comm, Diversity Comm, Sections (A&D, DSGS, AAC)
FY24-25	G. Diversify the profession by recruiting diverse archival workers, including those with diverse backgrounds/education, and recruiting diverse students into the profession [DEIA Work Plan - 1.5]	[DEIA]	Task Force on Memb Pathways, Membership Comm + Archival Educators, Council, Diversity Comm, GAE Subcomm, RAAC

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

FY22-23	A. Publish titles that address DEIA, component group needs, and leadership perspectives. [DEIA Work Plan 2.3]	Ongoing.	Publications Board / Staff2
FY23-25	B. Retool/refresh DAS and other professional development offerings as needed to remain current.	Ongoing.	Committee on Education - DAS Subcomm / Staff1

FY23	C. Publish <i>Appraising and Acquiring Archives and Manuscripts (AFS III)</i> .	Ongoing.	Publications Board / Staff1
FY24	D. Scope and plan advanced DAS track for “re-certificate.”	In progress.	Committee on Education - DAS Subcomm / Staff2
FY23	E. Publish <i>Introducing Archives and Manuscripts (AFS III)</i> .	Ongoing.	Publications Board / Staff1
FY23-24	F. Implement Task Force on Publishing Ethics.	Ongoing.	Editorial Board / Publications Board / Dictionary WG / CEPC / Staff3
FY23 -24	G. Review SAA’s educational offerings, and ensure that courses and certificates are offered equitably and cover issues of diversity, equity, inclusion, accessibility, community building, anti-racism, and trauma-informed archival practice [DEIA Work Plan - 3.1]	[DEIA]	Comm Education, Diversity Comm, Labor Archives Section
FY23-24	H. Support post-custodialism, radical empathy, communication, and ethics in collecting. [DEIA Work Plan - 4.3]	[DEIA]	Standards Comm, Education, Publications, AA Board, CEPC, AAA Section, Archives Mgmt Section, RAO Section
FY25	I. Implement advanced DAS track for “re-certificate.”		Committee on Education / Staff1

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

FY23-24	A. Journal accessibility: Implement hidden content project recommendations and consider reducing journal embargo.	In progress.	Editorial Board / Staff2
FY23-24	B. Ensure physical and digital spaces and services are inclusive and accessible, considering learning styles and abilities, physical/sensory and cognitive abilities, and lived experiences [DEIA Work Plan - 2.7]	[DEIA]	A&D Section, Diversity Comm, Comm Education, Publications, Staff
FY25	C. Schedule regional rotation of “boot camps” with more advance notice.	Not done (COVID).	Education Staff
FY25	D. Explore possibility of regional in-person “boot camps.”	[COVID]	Education Staff3
FY25	E. Host limited number of regional in-person “boot camps.”	[COVID]	Education Staff1
FY24-25	F. Provide more local and regional opportunities for participation [DEIA Work Plan - 2.6]	Operational	[Operational – staff] Council, Comm Education, RAAC, Membership Comm, SNAP Section, Program and Host Comms,

2.4. Foster communities for professional interaction.

FY23	A. Initiate component group cross-interactions and programming.	Ongoing.	Council / Component Group Leaders / Staff3
FY24	B. Continue to implement component group cross-interactions.	Ongoing.	Council / Component Group Leaders / Staff3
FY25	C. Provide archives workers and archival organizations resources for community building (affinity groups for employees, related to retention). [DEIA Work Plan - 1.6]	[DEIA]	Council, Diversity Comm , RAO Section, Archives Mgmt Section, Women Arch Section
FY23-25	D. Build and sustain relationships with BIPOC communities to better support community archives. [DEIA Work Plan - 4.2]	[DEIA]	Diversity Comm , LACCHA, NAAS, RAO Section, AAC Section,

Goal 3: Advancing the Field
Professional knowledge expands to keep pace with an increasingly diverse archival record.

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

FY24	A. Identify need for new standards and prepare development work plan roadmap.		Standards Committee
FY25	B. Implement standards development roadmap.		Standards Committee
	C. Ensure physical and digital spaces and services are inclusive and accessible, considering learning styles and abilities, physical/sensory and cognitive abilities, and lived experiences [DEIA Work Plan - 2.7]	[DEIA]	A&D Section, Diversity Comm, CoE, Publications, Staff
FY24	D. Develop resources, identify existing resources, and provide easy access to all resources for archivists on anti-racism and DEIA topics [DEIA Work Plan - 3.2]	[DEIA]	CoE, Diversity Comm , Membership Comm, (many sections), Staff
FY24	E. Support critical reexaminations of descriptive practices and language used for description, narratives, and exhibits. Promote inclusive language. [DEIA Work Plan - 4.1]	[DEIA]	Diversity Comm, Standards Comm , Description Section, RAO Section
FY25	F. Support post-custodialism, radical empathy, communication, and ethics in collecting. [DEIA Work Plan - 4.3]	Ongoing.	Standards Comm , Publications, AA Board, CEPC, AAA Section, Archives Mgmt Section, RAO

			Section, Labor Arch Section, NAAS
FY23	G. Create guidance on inclusive reference/reading room practices. [DEIA Work Plan - 4.6]	[DEIA]	Diversity Comm, Standards, RAO Section
FY23-25	H. Address the shortcomings of archival description and the presence of bias. [DEIA Work Plan - 4.4]	[DEIA]	Diversity Comm, Standards Comm, Description Section
FY23-25	I. Address the shortcomings of archival collecting and the presence of bias. [DEIA Work Plan - 4.5]	[DEIA]	Diversity Comm, Standards Comm, Collection Mgmt Section, AAA Section

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

FY22	A. Begin implementation of A*CENSUS II.	Complete.	A*CENSUS II Working Group / Ithaka S+R / Staff1
FY23	B. Begin to populate data repository.	In progress.	CORDA
FY23	C. Draft Research and Innovation Roadmap for Council review and approval.		CORDA / Council
FY23	D. Identify and implement ways to raise awareness of SAA members about research and data-related efforts, training, presentations, and publications.	Ongoing.	CORDA / Research Forum Organizers / Staff3
FY22	E. Implement A*CENSUS II.	Complete.	A*CENSUS II Working Group / Ithaka / Staff1
FY23	F. Promote availability of data via SAA Dataverse, encourage member engagement with it.	Ongoing.	CORDA / Staff3
FY23	G. Publish full A*CENSUS II results and special reports.	Ongoing.	A*CENSUS II Working Group / Ithaka S+R / CORDA / Staff1
FY25-26	H. Conduct A*CENSUS on a regular schedule [DEIA Work Plan - 1.3]	[DEIA]	Council, Staff, CORDA, A*CENSUS II WG
FY24	I. Seek effective means to elevate information presented at Research Forum.	Ongoing.	CORDA / Staff3

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

FY22-25	A. Consider strategic advantages of partnering with other organizations; initiate conversations as appropriate.	Ongoing.	Council / Executive Director / Staff3
FY22-25	B. Advocate for DEIA informed curriculum at graduate archival programs [DEIA Work Plan - 3.4]	[DEIA]	Council, GAE Subcomm, Arch Educators Section

FY22-25	C. C. Build and sustain relationships with BIPOC communities to better support community archives. [DEIA Work Plan - 4.2]	[DEIA]	Diversity Comm, LACCHA, NAAS, RAO Section, AAC Section,
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3.4. Support development of executive leadership skills and encourage participation in leadership opportunities by archivists at all stages of their careers.

	A. See 2.1.A. (develop comprehensive Management Track) and 2.1.B. (publish Leading and Managing Archives and Manuscript Repositories).	Ongoing.	Staff
FY22-25	B. Provide periodic online engagements with members to address questions, foster interest in leadership development.	Ongoing.	Council / Section Leaders
FY22-25	C. Build on successes to continue engagement with members in developing their leadership skills.	Ongoing.	Council / Staff2
FY23	D. Stimulate interest in developing leadership skills, becoming an SAA leader, especially among underrepresented sectors of the profession. [DEIA Work Plan]		Council / Task Force on Memb Pathways / Staff
FY24-25	E. Develop messaging targeted to employers regarding SAA membership, leadership benefits to encourage broader participation from archivists from more diverse institutional backgrounds.		Council / Membership Comm / Staff

Goal 4: Meeting Members’ Needs
SAA delivers outstanding service, fosters a culture of inclusiveness and participation, and is proactive and responsive to members’ needs.

4.1. Facilitate effective communication with and among members.

FY23-24	A. Conduct periodic (e.g., quarterly) pulse surveys to check in re member needs, preferences, interests.	Ongoing.	Membership Committee / Allied Orgs / Staff2
FY25	B. Pilot and/or create guidance for creating affinity or employee resource groups that bring together archives workers that share cultural commonalities [DEIA Work Plan - 1.6]	[DEIA]	Council, Membership Comm, Diversity Comm, RAO Section, Archives Mgmt Section

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

FY22-23	A. A. Implement Year 1 of DEIA work plan.	Ongoing / upcoming.	Council / Consultant / All Component Groups / Staff1
FY23-25	B. B. Create three-year Member Recruitment/Retention Plan, including 1)		Membership Committee / Staff2

	initiative to welcome new member participation and 2) crafting and testing value proposition messages. [DEIA Work Plan]		
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4.3. Foster an inclusive association and profession through educational and leadership opportunities.

FY22-25	A. Ensure that management and leadership training opportunities explicitly address inclusion in the workplace and the profession at all levels.	Ongoing.	Committee on Education / Staff
FY22-25	B. Diversify the instructor base for SAA education programs.	Ongoing.	Committee on Education / Staff
FY24	C. Develop training and educational opportunities on navigating workplace culture for archivists who are of color, who identify as LGBTQ+, and/or who have disabilities.		Council, Staff, Comm Education , Diversity Comm, A&D Section, DSGS
FY24	D. Develop and promote training for archivists to transform practice and move beyond representative diversity to create inclusive workplace cultures.	Ongoing.	Comm Education / Diversity Comm / Staff2
FY25	E. Based on A*CENSUS II results, work with partner organizations to strategize on recruitment and retention of a diverse workforce.		Council, Staff , Diversity Comm , A*CENSUS Working Group, and Partner Organizations

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

FY24	A. Research and implement models (related to diversifying leadership) in use in other organizations. [DEIA Work Plan - 2.2]	[DEIA]	Council, Staff (Executive Director) , Diversity Comm , Nominating Comm, Appointments Comm
FY25	B. Implement a more inclusive strategic planning process, engaging leaders, membership, and the greater profession in developing the strategic plan. [DEIA Work Plan - 2.5]	Ongoing.	Council , Staff (Exec Director) , Membership Comm
FY24	C. DEIA Foundations training for SAA staff and leadership. [DEIA Work Plan - 3.3]	[DEIA]	Council, Staff (Exec Director)