

**Society of American Archivists  
Council Meeting  
May 28 – 30, 2015  
Chicago, Illinois**

**Staff Report: Education  
(Prepared by Solveig De Sutter)**

**FY 2015 YTD**

- Scheduled 111 events.
- Offered 98 face-to-face programs.
- Delivered education to a total of 2,327 attendees.
- Cancelled eight courses.
- Worked with 10 new hosts.
- Scheduled the DAS Comprehensive Examinations in 20 locations.
- See Table 1 for details on FY15 schedule YTD.
- See Table 2 for details on the FY16 schedule YTD.

**DAS Certificate Program**

**Revisions/Updates Completed YTD:**

- Digital Curation: Foundations for Success (formerly known as Creating an Environment for Success)
- Digital Archives and Digital Libraries
- Digital Forensics for Archivists: Fundamentals
- Appraisal of Electronic Records
- Archival Collections Management Systems (formerly known as Archival Content Management Systems) (Webinar) offered in November to approximately 130 participants at 45 locations.
- Basic Electronic Records Management (Webinar) offered in April to approximately 40 participants at 19 locations.
- Electronic Records: The Next Step (Webinar) offered in April to approximately 29 participants at 14 locations.
- Building Advocacy and Support for Digital Archives (formerly known as Inreach and Outreach for Digital Archives)

**Revisions/Updates in Process for Remainder of FY15:**

- Premis Tutorial
- User Centered Design: Using Strategies of Information Architecture (formerly known as Information Architecture)
- Overview of Metadata for Archivists

**Under Development for Remainder of FY15:**

- Processing Electronic Records and Manuscripts (working title) (Webinar)
- Providing Access to Digital Archives

**DAS Participation:**

- A total of 947 individuals have taken one to two DAS courses.
- Approximately 600 are pursuing the DAS Certificate and have taken exams.
- A total of 183 individuals have fulfilled all requirements and have been awarded the DAS Certificate.

**DAS Comprehensive Examinations Schedule FY15:**

- August 2014 in Austin, Washington, Little Rock.
- November 2014 in Atlanta, Chicago, Fairfax (VA), Houston, Los Angeles, Minneapolis, Salt Lake City, New York.
- February 2015 in Austin, Chicago, College Park (MD), Fairfax (VA), Denver, Los Angeles, Minneapolis, New York, Orlando.

**DAS Subcommittee Meeting:**

- Managed the DAS Subcommittee (DAS SC) meeting in February 2015. During that meeting DAS SC acted on the psychometrician's report that identified questions deemed too easy, too hard, and questions for which the answers didn't make sense in view of the demographic. In addition, DAS SC developed a strategic plan for the DAS Program that includes such projects as mapping the DAS content, faculty development, and online course format changes.

**Continuing Education****Development/Updates Completed YTD:**

- Records Management for Archivists (Webinar) was offered live in October to approximately 120 participants at 48 locations.
- EAD 3: What's new? (Webinar) was offered live in October to approximately 189 participants at 70 locations.
- Forming Names According to RDA (Webinar) was offered live in December to approximately 159 participants at 53 sites.
- Copyright Law for Archivists: A Risk Assessment Approach.

**Under Development/Revision:**

- A&D Track program outline and structure
- Why A/V Can't Wait: Managing Digitization Projects (working title)
- Describing Archives: A Content Standard
- MARC for Archival Description
- Project Management: Beyond the Basics
- Encoded Archival Description
- Fundamentals of Project Management for Archivists
- Toward Financial Stability in Archives
- Advanced Project Management for Archivists

**Other:**

- The Education Research Group, comprising Shelby Sanett, Ciaran Trace, Beth Yakel, Matt Black, Peter Carlson, and Solveig De Sutter met several times via conference call to discuss outlining infrastructure and resource requirements to maintain and grow the Education Program.
- Managed the CoE meeting in March 2015. During that meeting, CoE finalized the GPAS revisions and reviewed all aspects of the proposed A and D Curriculum.

- Approached Lyrasis to determine what online courses developed and offered by Lyrasis might be appropriate for inclusion in SAA's education program. Lyrasis agreed to allow free audits of the courses deemed appropriate by members of the CoE and DAS Subcommittee. At this time, committees are identifying their first picks and we'll go from there. We've identified five options that would benefit each organization in such a collaboration. There's also the possibility of using the Lyrasis infrastructure to offer SAA-developed online courses.
- Participated, where appropriate, in CALALM calls.
- CoSA Collaborations: CoSA has agreed to pay for 112 DAS webinar registrations (two webinars per state/territory) not to exceed \$19600 and to offer the new DAS course "Providing Access to Digital Archives" as a pre-conference at its meeting at a flat rate.
- Provided six EAC-CPF workshops via live telecast in Boston, Jefferson City (MO), Denton (TX), San Mateo (CA), and Richmond (KY). We are still collecting information to see if this is a viable format for providing education.
- Preliminary talks with a representative of [National and State Libraries Australasia](#) (NSLA) about the DAS Program. NSLA represents the national libraries of Australia and New Zealand and the State and Territory libraries of Australia. NSLA libraries work collaboratively to strengthen the information infrastructure in Australia and New Zealand. (Still pending.)

**Pre-conference Courses/Workshops at *ARCHIVES 2015* in Cleveland:**

1. Digital Forensics: Fundamentals! [DAS] (New)
2. Privacy and Confidentiality in Digital Archives [DAS]
3. Developing Specifications and RFPs [DAS]
4. Managing Audio Visual Digitization Projects (New)
5. Describing Archives: A Content Standard (Revised)
6. Encoded Archival Description (Updated)
7. Architectural Records: Managing Design and Construction Records (Updated)
8. Fundamentals of Project Management for Archivists (Revised)
9. Towards Financial Stability in Archives (Revised)
10. Advanced Project Management for Archivists (New)
11. Rights and Permissions: Policies for Reproduction and Reuse of Archival Holdings
12. Archives: Principles and Practices
13. Premis Tutorial [DAS] (Updated)

**Table 1: FY 2015**

7/7/2014	Digital Archives and Digital Libraries [DAS] ARL	Philadelphia, PA	15	Kari Smith
7/8/2014	Digital Curation: Creating an Environment for Success [DAS] CANCELLED	Philadelphia, PA	0	Kari Smith
7/9/2014	Preserving Digital Archives [DAS]	Philadelphia, PA	16	Liz Bishoff
7/18/2014	Accessioning and Ingest of Electronic Records [DAS]	Seattle, WA	13	Erin Faulder
7/23/2014	Appraisal of Electronic Records [DAS]	New Brunswick, NJ	12	Mark Myers
8/10/2014	Accessioning and Ingest of Electronic Records [DAS] <b>Annual Mtg</b>	Washington, DC	35	Erin Faulder
8/11/2014	Advocating for Archives <b>Annual Mtg</b>	Washington, DC	32	David Carmichael/Jelain Chubb
8/11/2014	Curating Research Assets and Data Using Lifecycle Ed <b>Annual Mtg</b>	Washington, DC	35	Helen Tibbo
8/11/2014	Managing Storage Environments for Sustainable Preservation <b>Annual Mtg</b>	Washington, DC	15	Jeremy Linden
8/12/2014	Cataloging the Universe of Visual Materials <b>Annual Mtg</b>	Washington, DC	35	Miriam Meislik Robert Burton, Mary Alice Harper
8/10-11/2014	Archives: Principles and Practices <b>Annual Mtg</b>	Washington, DC	32	Pam Hackbart/Anne Ostendarp
8/11-12/2014	Arrangement and Description, Part I & II [DAS] <b>Annual Mtg</b>	Washington, DC	35	Sam Meister/Chris Prom
8/11-12/2014	Copyright Law for Archivists: A Risk Assessment Approach <b>Annual Mtg</b>	Washington, DC	30	William Maher
8/11-12/2014	Planning New and Remodeled Archival Facilities <b>Annual Mtg</b>	Washington, DC	32	Tom Wilsted
8/12/2014	Using Open Source OCR Tools for Digitization Projects <b>Annual Mtg</b>	Washington, DC	21	Matthew Christy
8/13/2014	Comprehensive Examination	Washington, DC	50	
8/13/2014	Comprehensive Examination	Austin, TX	5	
9/3/2014	Grant Proposal Writing	Jefferson City, MO	27	Gina Minks
9/9/2014	Project Management for Archivists	Boston, MA	37	Rosemary Pleva Flynn
9/12/2014	EAC-CPF <b>Live Telecast</b>	Jefferson City, MO	8	Kathy Wisser
9/25/2014	EAC-CPF <b>Live Telecast</b>	Denton, TX	8	Kathy Wisser
9/19/2014	EAC-CPF <b>Live Telecast</b>	San Mateo, CA	8	Kathy Wisser
9/26/2014	EAC-CPF <b>Live Telecast</b>	Richmond, KY	8	Kathy Wisser
9/18-19/2014	Digital Forensics for Archivists [DAS]	Philadelphia, PA	29	Cal Lee
9/19-20/2014	Copyright: The Archivist and the Law <b>Licensing Contract</b>	Mt. Carroll, IL	11	William Maher
9/22/2014	Accessioning and Ingest of Electronic Records [DAS]	New York, NY	38	Erin Faulder
9/22-23/2014	Real World Reference	Little Rock, AR	12	Nora Murphy
9/29/2014	Managing Electronic Records in Archives and Special Collections [DAS]	Tucson, AZ	23	Seth Shaw
10/3/2014	Fundamentals of Acquisition & Appraisal	Austin, TX	15	Frank Boles

10/6/2014	Preserving Digital Archives [DAS]	Hawaii	25	Liz Bishoff
10/6/2014	Digital Curation: Creating an Environment for Success [DAS]	Cambridge, MA	22	Patti Condon
10/7/2014	Records Management for Archivists <b>WEBINAR</b>	N/A	120	Brad Houston; Ann Phillipps
10/10/2014	Managing Electronic Records in Archives and Special Collections [DAS]	Hawaii	19	Seth Shaw
10/10/2014	Implementing "More Product, Less Process"	Denton, TX	20	Dennis Meissner
10/17/2014	Digital Repositories [DAS]	Boone, NC	9	Lori Lindberg
10/20/2014	Digital Curation: Creating an Environment for Success [DAS]	Santa Fe, NM	26	Helen Tibbo
10/21/2014	Digital Curation Planning & Sustainable Futures [DAS]	Santa Fe, NM	26	Helen Tibbo
10/22/2014	Developing Specifications and RFPs for Recordkeeping Systems [DAS]	Santa Fe, NM	20	Cynthia Ghering
10/23/2014	EAD3: What's new? <b>WEBINAR</b>	N/A	110	Michael Rush
10/23-24/2014	Arrangement and Description, Part I & II [DAS]	Santa Fe, NM	35	Sam Meister
10/24/2014	Archives Overview	Portland, OR	37	Anne Ostendarp
10/24/2014	Digital Curation Planning & Sustainable Futures [DAS] - CANCELLED	Emporia, KS	0	Patti Condon
10/24/2014	Appraisal of Electronic Records [DAS]	Riverside, CA	18	Mark Myers
10/27/2014	Oral History: From Planning to Preservation	Dallas, TX	20	Fred Calabretta
10/30/2014	Reappraising and Deaccessioning Archival Materials from Start to Finish	E. Lansing, MI	17	Jeremy Brett
11/4/2014	Archival Content Management Systems [DAS] <b>WEBINAR</b>	N/A	130	Rachel Onuf
11/5/2014	Accessioning and Ingest of Electronic Records [DAS]	Athens, GA	26	E. Perkes
11/5/2014	Preserving Digital Archives [DAS]	Jefferson City, MO	30	Liz Bishoff
11/6-7/2014	Managing Architectural, Design and Construction Records - CANCELLED	Chicago, IL	0	Waverly Lowell/Tawny Nelb
11/7/2014	Copyright Issues for Digital Archives [DAS] - Rescheduled	Pittsburgh, PA	10	Jean Dryden
11/7/2014	Digital Archives and Digital Libraries [DAS]	Fairfax, VA	19	Tom Rosko
11/10/2014	Preserving Digital Archives [DAS]	Washington, DC	35	Kelcy Shepherd
11/10/2014	Comprehensive Examination	Various	43	
11/11/2014	Appraisal of Electronic Records [DAS]	Washington, DC	30	Mark Myers
11/12/2014	Privacy and Confidentiality Issues in Digital Archives [DAS]	Washington, DC	26	Jean Dryden
11/13/2014	Digital Forensics for Archivists [DAS]	Washington, DC	27	Cal Lee
11/14/2014	Arrangement and Description of Electronic Records Part I [DAS]	Washington, DC	25	Seth Shaw
11/14/2014	Copyright Issues for Digital Archives [DAS]	Malibu, CA	17	Heather Briston
11/18/2014	Preserving Digital Archives [DAS]	New York, NY	35	Kelcy Shepherd
11/25/2014	Digital Archives and Digital Libraries [DAS]	Laramie, WY	5	Kari Smith
12/5/2014	Digital Forensics - What You Must Know	College Park, MD	20	Martin Gengenbach
12/4/2014	Forming Names According to RDA <b>Webinar</b>	N/A	196	Kathy Wisser
12/5/2014	Project Management for Archivists	Ann Arbor, MI	20	Rosemary Pleva Flynn
12/8/2014	Advocating for Archives	Austin, TX	17	Kathleen Roe

12/9/2014	Advocating for Archives <b>(Half Day)</b>	Austin, TX	20	Kathleen Roe
1/22/2015	Copyright Issues for Digital Archives [DAS]	Tucson, AZ	23	Heather Briston
1/23/2015	Privacy and Confidentiality Issues in Digital Archives [DAS]	Tucson, AZ	24	Heather Briston
1/23/2014	Preserving Digital Archives [DAS]	Las Vegas, NV	21	Kelcy Shepherd
1/23/2015	Privacy and Confidentiality Issues in Digital Archives [DAS]	New York, NY	29	Jean Dryden
2/20/2015	Privacy and Confidentiality Issues in Digital Archives [DAS] Canceled	Orange, CA	0	Heather Briston
2/20/2015	Building Advocacy and Support for Digital Archives [DAS]	New York, NY	21	Fynnette Eaton
2/11-12/2015	Arrangement and Description of Electronic Records, Part I and II [DAS]	Philadelphia, PA	37	Chris Prom
2/24/2015	Comprehensive Examination	Various	37	
3/11/2015	Digital Curation: Fundamentals for Success [DAS] Canceled	Greenville, NC	0	Kari Smith
3/13/2015	Managing Electronic Records in Archives and Special Collections [DAS]	Fairfax, VA	34	Seth Shaw
3/23-24/15	Records Management for Archivists	Salem, OR	19	Brad Houston
3/26/2015	Digital Curation Planning & Sustainable Futures [DAS]	Los Angeles, CA	23	Nancy McGovern
3/27/2015	Project Management for Archivists	Chicago, IL	30	Rosemary Pleva Flynn
3/27/2015	Digital Curation: Fundamentals for Success [DAS]	Milwaukee, WI	19	Kari Smith
03/30-31/2015	Arrangement and Description of Electronic Records Part I & II [DAS]	Hawaii	30	Chris Prom
4/17/2015	Digital Repositories [DAS]	Fayetteville, AR	31	Lori Lindberg
4/27/2015	Privacy and Confidentiality Issues in Digital Archives [DAS]	Jefferson City, MO	26	Jean Dryden
4/29/2015	Privacy and Confidentiality Issues in Digital Archives [DAS]	Frankfort, KY	34	Jean Dryden
4/30/2015	Digital Forensics - What You Must Know - Seattle Area Archivists	Seattle, WA	14	Martin Gengenbach
4/31-5/1, 2015	Real World Reference: Moving Beyond Theory	Provo, UT	12	Nora Murphy
5/6/2015	Accessioning and Ingest of Electronic Records [DAS] - MAC Conference	Lexington, KY	41	Erin Faulder
5/12/2015	Preserving Digital Archives [DAS] - Society of Florida Archivists Annual Mtg.	Miami, FL	22	Kelcy Shepherd
5/14-15/2015	Arrangement and Description of Electronic Records Part I & II [DAS] Postponed	Topeka, KS		Chris Prom
5/18-19/2015	Archives: Principles and Practices Cancelled	Norwalk, CA	0	Anne Ostendarp & Pamela Hackbart-Dean
5/19/2015	Appraisal of Electronic Records [DAS]	Tucson, AZ		Mark Myers
5/27/2015	Arrangement and Description of Electronic Records, Part I [DAS]	Denver, CO		Seth Shaw
5/27/2015	Rights and Permissions [DAS]	Denver, CO		Jean Dryden
5/29/2015	Privacy and Confidentiality Issues in Digital Archives [DAS]	Lake Forest, IL		Jean Dryden
6/1/2015	Developing Specifications and RFPs for Recordkeeping Systems [DAS]	Atlanta, GA		Cynthia Ghering
6/3/2015	Accessioning and Ingest of Electronic Records [DAS] - NYAC Annual Mtg.	Fredonia, NY		Erin Faulder
6/5/2015	Privacy and Confidentiality Issues in Digital Archives [DAS] Canceled	Dubuque, IA	0	Jean Dryden

6/8/2015	Copyright Issues for Digital Archives [DAS]	Anchorage, AK		Jean Dryden
6/9/2015	Managing Electronic Records in Archives and Special Collections [DAS]	Anchorage, AK		Seth Shaw
6/10/2015	Digital Forensics: Fundamental [DAS]	Anchorage, AK		Cal Lee
6/11-12/2015	Digital Forensics: Advanced [DAS]	Anchorage, AK		Cal Lee/Kam Woods
6/15-16/2015	Preservation and Identification of 20th Century Visual Materials	Jefferson City, MO		John Waggener
6/11-12/2015	Arrangement and Description of Electronic Records, Part I and II [DAS]	Chapel Hill, NC		Seth Shaw
6/17-6/19/2015	Business Archives	Cincinnati, OH		Phil Mooney/Bruce Bruemmer
6/22-6/23/15	Arrangement and Description of Electronic Records, Part I and II [DAS]	Tucson, AZ		Seth Shaw
6/26/2015	Managing Electronic Records in Archives and Special Collections [DAS]	Austin, TX		Seth Shaw
4/9/2015	Basic Electronic Records Management <b>Webinar</b>	N/A		Mark Myers
4/13/2015	Electronic Records...the next step! <b>Webinar</b>	N/A		Mark Myers
6/119/2015	Overview of Metadata for Archivists [DAS] <b>Webinar</b>	N/A		
6/30/2015	Processing Manuscripts and Electronic Records (working title) <b>Webinar</b>	N/A		Sibyl Schaefer
6/2/2015	Preservation Formats/PDF ( <b>Webinar</b> )	N/A		Glen McAninch
6/23-24/2015	Arrangement and Description of Electronic Records, Part I and II [DAS]	Houston, TX		Chris Prom

**Table 2: FY 2016**

7/22-23/15	Preservation and Identification of 20th Century Visual Materials	Lakeland, FL		John Waggener
8/3-4/2015	Archives: Principles and Practices	Mt. Carroll, IL		James Roth
8/16/2015	Fundamentals of Project Management for Archivists (Revised) <b>Annual Mtg</b>	Cleveland, OH		Rosemary Flynn
8/16/2015	Digital Forensics for Archivists: Foundational [DAS] (New) <b>Annual Mtg</b>	Cleveland, OH		Martin Gengenbach
8/17/2015	Toward Financial Sustainability in Archives (Revised) <b>Annual Mtg</b>	Cleveland, OH		Rosemary & David Flynn
8/17/2015	Premis Tutorial <b>Annual Mtg</b>	Cleveland, OH		Karin Bredenberg/Rebecca Guenther
8/17/2015	Privacy and Confidentiality in Digital Archives [DAS] <b>Annual Mtg</b>	Cleveland, OH		Heather Briston
8/17/2015	Managing Audiovisual Digitization Projects (New) <b>Annual Mtg</b>	Cleveland, OH		George Blood/Joshua Ranger/Robin Pike
8/18/2015	Developing Specifications and RFPs [DAS] <b>Annual Mtg</b>	Cleveland, OH		Cynthia Ghering
8/18/2015	Advanced Project Management for Archivists (New) <b>Annual Mtg</b>	Cleveland, OH		Rosemary Flynn
8/18/2015	Describing Archives: A Content Standard (DACS) (Revised) <b>Annual Mtg</b>	Cleveland, OH		Gordon Daines
8/18/2015	Rights and Permissions: Policies for Reproduction and Reuse of Archival Holdings <b>Annual Mtg</b>	Cleveland, OH		Jean Dryden
8/19/2015	DAS Comprehensive Examination <b>Annual Mtg</b>	Cleveland, OH		
8/16-17/2015	Archives: Principles and Practices <b>Annual Mtg</b>	Cleveland, OH		Anne Ostendarp/Pamela Hackbart

8/16-17/2015	Architectural Records: Managing Design and Construction Records (Revised) <b>Annual Mtg</b>	Cleveland, OH	Tawny Nelb/Waverly Lowell
8/17-18/2015	Digital Forensics for Archivists: Advanced [DAS] <b>Annual Mtg</b>	Cleveland, OH	Cal Lee/M. Gengenbach
8/17-18/2015	Encoded Archival Description (EAD3) (Updated) <b>Annual Mtg</b>	Cleveland, OH	Fox/Kiesling
8/27/2015	Digital Forensics for Archivists: Foundational [DAS]	Sacramento, CA	Martin Gengenbach
9/18/2015	Appraisal of Electronic Records [DAS]	Milwaukee, WI	Mark Myers
9/1-2/2015	Copyright Law for Archivists: A Risk Assessment Approach	Mt. Carroll, IL	W. Maher
9/17-18/15	Arrangement and Description of Electronic Records Part I & II [DAS]	Austin, TX	Seth Shaw
9/28-29/2015	Real World Reference: Moving Beyond Theory	Jefferson City, MO	Nora Murphy
10/26/2015	Grant Proposal Writing	Dallas, TX	Gina Minks
10/12-13/15	Digital Forensics for Archivists: Advanced [DAS]	Seattle, WA	Cal Lee/Kam Woods