

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

**Staff Report: Publications
January – May 2015
(Prepared by Teresa Brinati)**

I. PERIODICALS

A. *The American Archivist*

Bookmark AmericanArchivist.org! Implementation of the new web presence for the journal is underway with Allen Press. Legacy content has been migrated from MetaPress, DOI applied to those articles, and a new website launched in late April. SAA members and journal subscribers recently received an email from Allen inviting you all to register as a user, which makes accessing and logging into the system easier. Make sure to take advantage of new features such as favorites and email notification. The website is still a work in progress. We are adding covers for every issue and fixing erroneous metadata that was migrated from MetaPress, which involves adjusting journal publication dates, fixing page numbering on issues, and re-ordering content within issues. Once these tasks are completed, the next phase of the implementation will begin, probably in June. That involves introducing PeerTrack, a system unifying the submission, tracking, review, and editing of manuscripts. It's quite an exciting development that will save time, add a measure of transparency, and lay the foundation for an XML workflow. The final phase of the implementation will occur in the fall when composition and printing are transitioned to Allen Press. For more info, check out Editor Greg Hunter's *Off the Record* blog post, "[Have You Seen the New AmericanArchivist.org?](#)"

B. *Archival Outlook*

Editorial and Production Coordinator Anne Hartman reports that from January through May 14, there were 5,200 total issue visits to the digital edition (available via BlueToad), with a peak of 7 minutes spent per issue visit. The highest-viewed articles in the March/April issue included "Using Our Words" by Kathleen Roe; "When First Graders Visit the Archives: Engaging State Learning Standards" by Carrie Phillips; and "Leaving Home: Taking a Job Outside of Your Comfort Zone" by Wendy Cole, Karen Dafoe, and Steven Wade. SAA is now using Source4, the magazine's distributor, as a printer to increase efficiency and decrease production time.

C. *In the Loop*

Hartman also notes that open rates continue to meet or exceed the industry average of 22.95%. There are now more than 8,000 subscribers to the newsletter (members *and* nonmember subscribers).

II. BOOKS | MODULES | CASE STUDIES

A. New Output – Hurray!

- TRENDS IN ARCHIVES PRACTICE
Rights in the Digital Era (Print, February 2015; PDF, March 2015; EPUB, May 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
[The Harding Affair Letters: How One Archivist Took Every Measure Possible To Ensure Their Preservation](#)
by Timothy D. Pyatt (April 2015) PDF
- CAMPUS CASE STUDIES
[Case 16: Digital Preservation Strategies for a Small Private College](#)
Meg Miner (May 2015) PDF

B. In Production

- *Archives in Libraries* by Jeannette Bastian, Megan Sniffin-Marinoff, Donna Weber (projected availability is August/September 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 June 2015)
 - *Digital Preservation Essentials*
Edited with an introduction by Paul Conway and Christopher J. Prom
 - *Module: Preserving Digital Objects*, by Erin O’Meara and Kate Stratton
 - *Module: Achieving Organizational Readiness*, Nancy McGovern
 - *Module: Acquiring Knowledge and Skills*
 - *Module: Implementing Storage Technologies*
 - *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 and Doris Malkmus
 - *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*
Edited with an Introduction by Kris Kielsing
 - *Module: Implementing DACS*, by Cory Nimer

- *Module: Introducing EAC-CPF*, by Katherine Wisser
- *Module: Sharing Archival Metadata*, by Aaron Rubinstein
- *Module: Implementing EAD3*, by Kelcy Shepherd
- ***Archival Appraisal and Acquisition***
 Edited with an Introduction by Michael Shallcross
 - *Module: Collecting Digital Manuscripts*, by Gabriela Redwine and Megan Barnard
 - *Module: Appraising Electronic Records*, by Geof Huth
 - *Module: Accessioning Digital Archives*, by Erin Fulder
- ***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. Publishing Agreements

Menzi Behrnd-Klodt updated SAA's book publishing agreements this spring. The goal is to issue the new agreements to the authors of the seven volumes in the ARCHIVAL FUNDAMENTALS SERIES III before the close of this fiscal year.

D. Marketing

i. Reviews of Books in the Professional Literature

- *Perspectives on Women's Archives* (SAA, 2013) in the German publication *Archivar* (Feb. 2015); and the Australian journal *Archives and Manuscripts* (Spring 2015).
- *Through the Archival Looking Glass: A Reader on Diversity and Inclusion* (SAA, 2014) in the UK journal *Archives & Records* (Spring 2015); the Australian journal *Archives and Manuscripts* (Spring 2015); and the *NEA Newsletter* (April 2015).
- *Exhibits in Archives and Special Collections* (SAA, 2013) in the Australian journal *Archives and Manuscripts* (Spring 2015).
- *Conceptualizing 21st-Century Archives* (SAA, 2014) in the UK journal *Archives & Records* (Spring 2015); the Australian journal *Archives and Manuscripts* (Spring 2015); *NEA Newsletter* (April 2015); *Metropolitan Archivist* (Summer 2014); and *The American Archivist* (Spring/Summer 2015).

ii. Book Promos

- **Regional Meeting Specials:** Flyers offering a promotion on *Rights in the Digital Era* were sent to the following regional meetings: Western Roundup, Society of Southwest Archivists, Midwest Archives Conference, Society of Indiana Archivists, Society of Ohio Archivists, Society of Mississippi Archivists, Society of Florida Archivists, Society of North Carolina Archivists, Mid-Atlantic Regional Archives Conference, and New England Archivists.
- **Women's History Month:** During March, SAA offered *Perspectives on Women's Archives* for 50% off; 27 customers took advantage of the promotion.
- ***Rights in the Digital Era* Members-Only Prepublication Special:** \$24.95 for print and PDF copies (regularly \$29.95 each). More than 50 customers took advantage of the promotion.
- Publications used in or promoted at 60+ SAA Continuing Education offerings, January through June.

- House ads in *In the Loop*, *Archival Outlook*, *The American Archivist*.
- Announcements via social media, various lists, website.

III. DICTIONARY WORKING GROUP

Word of the Week is approaching its first anniversary in July. There are currently 955 subscribers to the weekly e-blast and open rates average 41% (the nonprofit industry average is 22.9% according to MailChimp). For the first time, an image was included with a term (*Bertillon card* 04/07/15. Images will be used as needed (e.g., *bone folder* 05/19/15 includes images).

Collaborative editing, publishing, and maintaining the new *Dictionary of Archives Terminology* requires specialized software. The working group investigated software last year and would like to move forward with its purchase so it can begin to build this important resource.

IV. OTHER ACTIVITIES

A. Awards Program

Together with Anne Hartman, organized 146 nominations for 19 different recognitions given out by SAA (the submission deadline was February 28). This represented a 20% increase in nominations from the preceding year. The various selection committees made their decisions by May 1 and we are currently working on news releases for the 24 recipients with a goal of spreading the word in early June. Similar to last year, the awards will be presented in three installments during the Annual Meeting this August: Fellows, Jameson Archival Advocacy Award, and Distinguished Service Award during the first plenary, student awards announced during the second plenary, and 10 other recognitions given during a ceremony on Friday evening.

B. Election 2015

This is the seventh year SAA used VoteNet Solutions for the election of officers, the Council, and the Nominating Committee. The online ballot was live March 13 through April 13. SAA achieved a voter participation rate of nearly 25%, which is a 25% increase from the preceding year. On April 14, the election was certified remotely by three SAA members—Stephanie Kays, Ruth Kitchin Tillman, and Chad Conrady.

C. Professional Affiliations

• Association Forum of Chicagoland

As chair of the Book Publishers group, co-organized a brown bag lunch session in February, “Everything You Wanted to Know About SEO (But Were Afraid to Ask)”; prepared and implemented a member survey; and in the process of organizing speakers for a July session on multiplatform publishing and sales.

• Association Media and Publishing

Invited to moderate a panel discussion on “How to Create a Rewarding Career in Association Publishing” featuring panelists from three different associations who have been in the field between 5 and 20 years (May 21).