

**Society of American Archivists
Council Meeting
May 11–13, 2016
Chicago, Illinois**

**Committee on Education:
Approval Process for Education Guidelines
(Prepared by Education Director Solveig De Sutter)**

BACKGROUND

"Guidelines for a Graduate Program in Archival Studies" (GPAS) was created by a subgroup of the Committee on Education (CoE), approved by the SAA Council in January 2002, and revised by the CoE in 2005, 2011, and 2015. GPAS replaced the "Guidelines for the Development of a Curriculum for a Master of Archival Studies Degree," adopted by the Council in 1994. By means of these guidelines, SAA endorses the development of coherent and independent graduate programs in archival studies. SAA believes that programs of the extent and nature outlined in these guidelines are the best form of pre-appointment professional education for archivists. For this reason, these guidelines supersede prior documents on archival education issued in 1977, 1988, and 1994.

The Archival Continuing Education (ACE) Guidelines resulted from a 2006 revision of "Guidelines for the Development of Post-Appointment and Continuing Education and Training Programs" (PACE), adopted by SAA in 1997. PACE was based on "Guidelines for a Graduate Program in Archival Studies" (GPAS). The ACE Guidelines were adopted by the Council in 2006 and revised in 2010 and 2016. (The 2016 revision is pending approval.)

DISCUSSION

GPAS and the ACE Guidelines are SAA's own and are re-evaluated by CoE in accordance with its policy every five years. The GPAS evaluation is always spearheaded by the archival educator(s) on the Committee and ACE is first evaluated in view of changes to GPAS, followed by the goal of keeping the guidelines relevant. CoE takes this charge very seriously. To ensure that all perspectives are taken into account as revisions are presented for approval, the CoE will add to its standard procedure a distribution to all members with a call for comment.

Submitting the revised guidelines to the Standards Committee, in accordance with approval policies that are designed to ensure that standards are necessary and valid, adds more work to both committees and the SAA staff.

CoE Chair Jennifer Pelose and Vice Chair Alison Clemens agree with the following recommendation.

RECOMMENDATION

THAT approval of SAA's internal guidelines for graduate archival education and archival continuing education continue to be the purview of the Committee on Education, subject to both broad member feedback and Council approval, without requiring further steps for approval.

Support Statement: These guidelines are created by the Committee on Education via a thoughtful and thorough process that includes obtaining broad member feedback before submitting the guidelines for Council approval. This process mirrors that of the Standards Committee sufficiently that Standards Committee involvement is not necessary.

Fiscal Impact: Not requiring full Standards Committee review of these guidelines will result in a savings of both committee members' and staff's time.