

**Society of American Archivists
Council Meeting
May 20-22, 2019
Chicago, Illinois**

**Staff Report: Education
(Prepared by Rana Salzmann)**

Education FY19 Year-to-Date Update (July 1, 2018 – March 30, 2019)

- 52 courses total to date
 - o Budgeted 80 for full year
 - o Canceled: 2 A&D, 2 DAS, 2 non-certificate
 - o Rescheduled: 2 DAS rescheduled
- Delivered F2F education to a total of 1067 attendees to date. Budgeted for 1600 students for the full year.
- Over 1000 webcasts sold
 - o 166 views of free *Cultural Diversity Competency* webcast
- Bootcamps were held in five locations, each with solid attendance.
 - o A&D Bootcamp | Syracuse, NY | October 1-5, 2018
 - DACS: 24
 - Arrangement and Description of AV Materials: 26
 - A&D Fundamentals: 25
 - Privacy and Confidentiality of Digital Archives: 22
 - o DAS Bootcamp | Salt Lake City, UT | October 2-5, 2018
 - Preserving Digital Archives: 36
 - Appraisal of Digital Records: 37
 - Digital Forensics Fundamentals: 37
 - o DAS and A&D Bootcamp | Irvine, CA | November 5-9, 2018
 - Appraisal of Digital Records: 27
 - A&D Fundamentals: 26
 - Managing Digital Records in Archives: 27
 - DACS: 24
 - o DAS Bootcamp | Atlanta, GA | March 18-21, 2019
 - Command Line Interface: 30
 - Tool Integration: 29
 - Digital Forensics: 30
 - Privacy and Confidentiality of Digital Archives: 31
 - o A&D Bootcamp | Salt Lake City, UT | April 10-12, 2019
 - Appraisal of Digital Records: 35
 - Implementing More Product, Less Process: 32

- Copyright Issues in Digital Archives: 37
- A&D Bootcamp | Columbia, SC | May 13-16, 2019 (enrollment as of 4/25/19)
 - A&D Fundamentals: 24
 - Copyright Issues in Digital Archives: 22
 - DACS: 18

DAS and A&D Certificate Participation

- 65 individuals fulfilled all the requirements and were awarded the DAS certificate in calendar 2018.
- The DAS Comprehensive Exam was administered as follows in FY19: August (47), November (23). Note that the April exam window was rescheduled to May due to AMS implementation timelines.
 - 20 failed the exam over the three exam periods in Calendar 2018 (4, 13, 3); 65 passed overall.
- Four individuals fulfilled all requirements and were awarded the A&D Certificate in calendar 2018.

FY19 Development Completed

- *Appraisal for A&D*; Huggard and Bryan; webcast (A&D, scheduled for May 1, 2019)
- *Long Term Digital Content Management*; JA Pryse; webcast (DAS, practice sessions to be scheduled)
- *Introduction to PREMIS*; Lori Lindberg; in-person (DAS, A&D, scheduled as Austin pre-conference workshop)

FY19 Curriculum Revisions Completed

- *Arrangement and Description of Digital Records Part 1 & 2* (Prom, Noonan, & Kussman; redeveloped as a 2-day course which debuted Tucson in April 2019 and is scheduled as an Austin pre-conference workshop)
- *Association Archives* (Ostendarp & Hackbart-Dean; presented in partnership with Association Forum of Chicagoland in April 2019)
- *Managing Physical and Digital Architecture, Design, and Construction Records* (Walsh & Leventhal; planned in Chicago in April 2019 but cancelled due to low enrollment)

Development for FY2020

- Email archiving (Prom & Patterson, under contract, DAS)
- ePADD (Schneider & Chan, under contract, DAS)
- XML/Xpath (Heberlein, under contract, A&D)
- Business Archives workshop (Section taking lead)
- DACS Part 2 (Luftschein/TS-DACS, discussion)
- *Linked Archival Open Data* (A&D webcast; RFP developed by Committee on Education; ready to advertise)

Priorities for FY20

- Advocacy training: COPP members are developing a new advocacy course for the Austin annual meeting. SAA Education continues to promote the free Archives on the Hill and additional advocacy webcasts prepared by the Joint Working Group on Advocacy.
- Management Track: Building on the work completed by AssociaDirect in FY19, SAA Education developed a plan for a phased roll-out of new and existing curriculum in a Management Track, responding to the needs of members, particularly those in the mid-career category.
 - *Cultural Diversity Competency*: This course will run as a pre-conference in Austin and I have begun conversations with Helen Wong Smith about what next steps look like. This course, alongside new DEI offerings, will be promoted as a component of our Management curriculum. As noted in the May 2018 report to Council, SAA Education needs to broaden our scope of offerings and increase the number of qualified instructors to teach in the areas of cultural competency, anti-racism, diversity, equity, and inclusion
 - *Archives Managers Unconference*: This offering planned for the Austin Annual Meeting is designed to elicit new ideas (through lightning talks), inspire peer-to-peer learning and collaboration, and solicit member feedback on development of the track.
 - We have engaged the services of an Instructional Design consultant to work with us to re-purpose two face-to-face courses into online products this year: Fundamentals of Project Management (Pleva-Flynn) and Grant Proposal Writing (Minks). These courses satisfy needs in the management track, as well as within the current DAS and A&D programs, allowing SAA to maximize ROI for this redevelopment effort.
- Online course development: The Strategic Plan includes a goal for the DAS Certificate to move completely online by 2021. In order to accomplish this goal and serve members who continue to request online learning, we need to move quickly to revamp face-to-face courses as online products. Because the *Copyright in Digital Archives* and *Privacy and Confidentiality in Digital Archives* courses satisfy requirements in both A&D and DAS programs, these will be on the top of the list for revision in FY20. In addition, the Management Track will be developed intentionally as an all-online program.

Bootcamps for FY20

Bootcamps have proven to be successful entry points for students in the DAS and A&D programs. I plan to anchor the Education calendar around approx. four bootcamps in FY20, in geographically diverse locations. The following are under negotiation and we are actively seeking additional bootcamp hosts.

- A&D Bootcamp @ Princeton (September 2019)
- DAS Bootcamp @ Salt Lake City (January 2020)

Reports from Education Appointed Groups

The Committee on Education

Report from Erin Faulder, chair

The CoE has been working to:

- Finalize a handbook of practice for course liaisons to support CoE and the DAS subcommittee. This is particularly important as liaisons take an increasingly active role in developing and shepherding courses.
- Create RFPs for several additional A&D courses.
- Prepare for the management un-conference as a pre-conference event this July. This unconference will further uncover members' needs for management continuing education opportunities. This un-conference will help inform the next 1-2 years of work in the CoE.
- Prepare for the New Instructor recruitment session at SAA. CoE recognizes that our instructor pool needs additional breadth and depth of coverage with a more diverse pool of instructors.

The DAS Subcommittee has completed work toward its various goals as follows:

Report from Marty Gengenbach, chair

Goal 1: Stabilize comprehensive exam and practice exam

Activities:

- Update and revise comprehensive exam reading list (and individual course readings)
- De-duplicate and revise practice exam questions
- Revise final exam and establish process for contested exam questions

Goal 2: Identify and propose alternatives to comprehensive exam

Activities:

- Research alternatives in other industries
- Conduct survey to understand DAS participant views on comprehensive exam
- Develop and submit to council a proposal on next steps related to comp exam

Goal 3: Maintain existing DAS course catalog, develop new courses in desired areas and identify potential courses for retirement

Activities:

- Ensure timely audit, review, and revision of existing courses
- Develop courses in email management, XML editing, and other high-interest areas
- Support development of Management track where appropriate

Goal 4: Engage ARL/SAA Mosaic Fellowship participants

Activities:

- Clarify policies regarding use of Mosaic Fellowship funding
- Encourage regular communication with Mosaic scholars and ARL mentors to increase participation in program

The GAE Subcommittee is working on the following tasks per the group's charge:

Report from Alex Poole, chair, and Jane Zhang, vice-chair

- reviewing internship recommendations for best practices;
- updating the archival education bibliography;
- We have updated the Directory of Archival Education (DAE).

These activities align with GPAS's original mandate, i.e. assessing and revising the Guidelines for a Graduate Program in Archival Studies (GPAS); creating a comprehensive list of existing programs; maintaining the Directory of Archival Education (DAE); exploring opportunities for cooperation with archival and other education programs; improving communication about education with SAA membership; assessing educational needs and making recommendations; and assisting with student chapters.

The process for updating the DAE is as follows: Built on the first year's graduate program survey, the Subcommittee constructs a checklist template that associates the GPAS curriculum requirements with the current graduate archival course coverage categories. The checklist is currently used by the subcommittee members to populate course offering data for each archival program (65 in total). The Subcommittee will analyze the collected data to generate findings that would be used to guide the next-step work with DAE and GPAS reviews.