

**Society of American Archivists
Council Meeting
May 1 – 2, 2024
Chicago, IL (Virtual)**

**2nd Quarter Staff Report:
Publications Program Overview**
(Prepared by Julia Pillard, Hannah Stryker, and Savannah Tiffany)

I. QUARTER HIGHLIGHTS

- **Teaching Primary Source Research Skills to 21st Century Learners** by Julie Thomas has been released. The press release will be out by the time of this report, and we have created a promotion schedule including an interview with the author in *Archival Outlook* and potentially a virtual interview with the author.
- **Alone in the Stacks**, a book targeted at solo archivists, is in its final production stage at the time of this report, and will be released early April.

II. BOOKS

A. Publications Board

The Publications Board met virtually on [February 27](#) to discuss project updates, the publications audit, and the Editorial Board's AI policy addressing the use of ChatGPT in publications. The Board's next meeting will be on April 30.

B. Project Updates

New Release

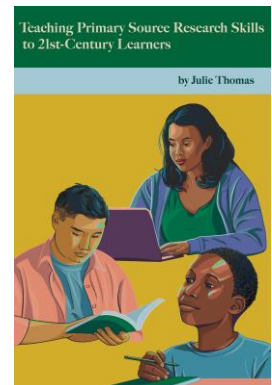
- *Teaching Primary Source Research Skills to 21st-Century Learners* by Julie Thomas.

In Production

- *Alone in the Stacks: Succeeding in a Small Repository* by Christina Zamon (to be released early April).

Manuscripts in Process

- *410 Measurable Learning Outcomes for Primary Source Literacy* by Robin Katz.
- Archival Futures Series (SAA/ALA): *Archives, Time Travel, and Pop Culture* by Lynne M. Thomas and Katy Rawdon.
- *Lifting As They Climbed: How Archivists of Color Changed the Landscape of SAA* edited by Steven Booth and Barry E. Brown.
- *Remedy, Rectify, and Reconstruct: Case Studies in Inclusive and Reparative Archival Description Efforts*, edited by Katherine M. Wisser and Elena C. Hinkle.
- Archival Fundamentals Series III, Volume 6: *Selecting and Appraising Archives and*



- Manuscripts* by Audra Eagle Yun and Chela Scott Weber.
- *Radical Visions: New Perspectives in Special Collections Curatorship*, edited by Jillian Cuellar and Agnieszka Czeblakow.
 - *Archival and Special Collections Facilities: Guidelines for Archivists, Librarians, Architects, and Engineers*, Revised Edition, by Michele Pacifico.
 - *Managing Digital Congressional Collections: A Technical Supplement to Managing Congressional Collections*, edited by Carly Dearborn, Robert Lay, and Hope Bibens.

III. AMERICAN ARCHIVIST

A. American Archivist production

Issue 87.1 (Spring/Summer 2024) is currently in production and expected to be released in late June. There are currently 6 articles and 7 reviews as well as the Theodore Calvin Pease Award 2023 recipient essay slated for this issue.

B. Editorial Board

The Board met virtually on [February 15](#) to discuss its [ChatGPT statement](#) which was officially adopted. The Board is now working to make people aware of this statement. As part of pursuing DEIA, the Board also assigned a group to review Editorial Manager classifications and make recommendations for a more inclusive restructuring. The Board’s next meeting is on April 25.

C. New Content on Reviews Portal

The Reviews Portal has been active this winter/spring with 5 new reviews on records surveys, rare primary sources, and more. The last review of the first iteration of the Intergenerational Conversations series has been posted. A conclusion written by reviews editors Rose Buchanan and Stephanie Luke will be uploaded soon. In year one of this project, the series focused on influential articles by archivist and SAA Fellow John Fleckner. The next iteration of the series will revisit select SAA presidential addresses. [Check out the latest posts here.](#)

IV. ARCHIVAL OUTLOOK

The January/February issue has been published and is available on the SAA website.

As part of pursuing DEIA content according to SAA’s Strategic Plan, featured articles in the January/February issue include:

- [“A New Committee Launches: Making a Case for Archival Repatriation”](#) by Ricardo Punzalan, Jaime Arsenault, Vina Begay, Forget Chaterera-Zambuko, Diana Marsh, Jacob Savory, Kevin Schlottmann, Melissa Stoner, and Jack Schmitt
- [“ICA as Global Commons: Connections and Opportunities at the International Council on Archives”](#) by Ellen Engseth and Meg Phillips



The March/April issue is currently in progress and will be released by the time of this report.

V. **DICTIONARY OF ARCHIVES TERMINOLOGY**

- The [Dictionary of Archives Terminology](#) continues to be updated to reflect improvements to definitions based on user feedback as well as introduce new terminology. The nine-member working group meets every Wednesday via Zoom to define terminology and draft the [Word of the Week](#).
- Platform migration is currently underway for the dictionary's software, initiated by the vendor.

VI. **OUTREACH & PROMOTION**

A. [Archives in Context Podcast](#)

- Two episodes have been released so far in Season 8. In one episode, two hosts interviewed archivists who worked on the Tacoma Public Library Community Archives Center Toolkit. In the second episode, two hosts spoke to author Pat Thomas about his book [Material Wealth: Mining the Personal Archive of Allen Ginsberg](#).
- Editorial and Program Specialist Hannah Stryker worked with a former podcast host and a current podcast producer to bring on a new project coordinator, producer, and four co-hosts. She has set up a Slack channel, scheduled monthly producer meetings, and recently recreated the hosts page on the podcast site: <https://archivesincontext.archivists.org/hosts/>. Stryker is currently working on drafting a new episode outro that includes all new members as well as scheduling a season 8 episode that allows members to introduce themselves.
- Two Season 8 episodes are currently in the preproduction stage.

B. **Reviews of SAA Books in the Professional Literature**

- a. *Archival Accessioning* (SAA, 2021)
 - i. [Rare Books and Manuscripts](#)
- b. *Arranging and Describing Archives and Manuscripts* (SAA, 2019)
 - i. [Rare Books and Manuscripts](#)
- c. *Museum Archives* (SAA, 2022)
 - i. [Journal of Contemporary Archival Studies](#)

SAA MARKETING & COMMUNICATIONS

VII. **Statements and News Items**

- A. [Insights from the Section Health Assessment Survey](#)
- B. [SAA Forum: Changes to SAA Sections](#)
- C. [Guidelines for SAA Sections on Merging, Transitioning to a Discussion Group, and Sunsetting](#)
- D. [Apply Now! Annual Meeting Awards from the SAA Foundation](#)
- E. [SAA Statement on the Israel-Hamas War](#)

I. Marketing

- a. A variety of different initiatives take place in the spring around SAA. These initiatives and their communications are tracked by SAA staff, and are spread across news releases, emails, social media, and SAA Connect. Please see the schedule from March below for an example:
- b. In March and April, SAA highlighted some of the following:
 - i. The call for the 2024 SAA Research Forum.
 - ii. The 2024 election, reminding archivists to renew their membership by April 10 to ensure they were able to vote in the June election period.
 - iii. Education initiatives and courses, including the upcoming DAS exam period in May.
 - iv. The SAA Foundation Annual Meeting Travel Awards, due on April 20.
 - v. Several new book releases.
 - vi. Annual Meeting promotion and hotel information.
- c. Individual education courses were marketed via social media, as were individual articles from recent issues of *Archival Outlook*.
- d. SAA continues to evaluate different email methods to ensure information is reaching membership without overwhelming anyone's inbox.

| | Monday 03/04 | Tuesday 03/05 | Wednesday 03/06 | Thursday 03/07 | Friday 03/08 |
|-----------|---|----------------------------------|--|---|--|
| AM | | Research Forum | ITL | Election Email | Graduate Student CFP Final |
| PM | | Word of the Week | | | |
| Socials | Election Info | American Archivist Reviews post! | AO Article | Education Promo | AA Promo |
| Listserve | Intergeneration al Conversations | Grad Student Call for Proposals | Apply to Teach an SAA Course | Insights from the Section Health Assessment | |
| AM | Monday 3/11 | Tuesday 3/12 | Wednesday 3/13 | Thursday 3/14 | Friday 3/15 |
| AM | Membership (ABC test) - eligible to vote | Word of the Week | Education Events | Targeted Education Emails | |
| PM | | | | | |
| Socials | Section Health Assessment; Education Promo | AO Article | Section Health Assessment; Intergenerational Conversations | Section Health Assessment; Grad Student CFP | AA Promo |
| Listserve | Resources and Timeline for Council & Foundation (work with Acton) | SAA Forum: SHAWG | | Guidelines for Sections; Grad Student CFP | SAA Forum: SHAWG |
| AM | Monday 3/18 | Tuesday 3/19 | Wednesday 3/20 | Thursday 3/21 | Friday 3/22 |
| AM | | Word of the Week | ITL | | AM 2024 SAAF Annual Meeting Travel Awards |
| PM | | | | | |
| Socials | Section Health Assessment | Education Promo | SAAF Annual Meeting Travel Awards | AA Promo | Research Forum; Israel-Hamas War |
| Listserve | | | | Annual Meeting Travel Awards | SAA Exhibitor and Sponsor |
| AM | Monday 3/25 | Tuesday 3/26 | Wednesday 3/27 | Thursday 3/28 | Friday 3/29 |
| AM | | ICYMI AA | Education Events | AM Digital Co-Sponsored Email | Membership Reminder for Election; AO (Fin) |
| PM | | Word of the Week | | | |
| Social | Education Promo | AM Conference Schedule | SAA Research Forum | AA Promo | AO |
| Listserve | Israel-Hamas War Statement | | SAA Research Forum | | |

II. Communications Procedures Reminder

- a. SAA produces a large amount of content each month, from procedural updates to statements to professional information. Given those constraints, we ask the following when a statement is planned to be released:
 - i. Please ensure the statement is finalized prior to being shared with staff for release. Information, structure, and sentence-level changes should be finalized.
 - ii. Staff will review the statement for clarity. Minor grammatical errors (correcting capitalization, commas, etc.) will be made by staff. Anything that requires larger clarification will be run past the body releasing the statement prior to the statement being released.
- b. The goal of these guidelines is to minimize confusion and duplication of work and streamline the publication process.
- c. Please reach out to Marketing and Communications Specialist Julia Pillard at jpillard@archivists.org if you have any questions.