

**Society of American Archivists  
Council Meeting  
June 8 - 10, 2012  
Chicago, Illinois**

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

**YEAR-TO-DATE FY 2012 SUMMARY**

- Scheduled 83 programs.
- Offered five web seminars at 200 sites with a total of 625 attendees.
- Offered 74 face-to-face programs with 1,756 attendees.
- Cancelled five workshops due to lack of registrants (see Table 1).
- Secured 13 new hosts.
- See Table 1 for details on FY12 schedule.
- See Table 2 for details on FY13 schedule.

**ACTIVITY HIGHLIGHTS SINCE JANUARY 2012**

**DAS Updates: Development, Scheduling, Marketing, Exams**

- Premiered the following courses:
  - Arrangement and Description for Electronic Records (Prom)
  - Digital Repositories (Colati)
  - Legal Issues in Digital Archives (Besser)
  - Appraisal of Electronic Records (Wojcik)
- DAS numbers:
  - 825 registrants have attended DAS courses.
  - 293 registrants are pursuing the DAS Certificate and have taken exams.
  - Seven registrants need only two courses to fulfill the nine-course requirement.
- New co-sponsors for DAS courses within a two-year cycle are Delaware Valley Archivists Group (DVAG), American Philosophical Society Library (APS), Chemical Heritage Foundation (CHF), Philadelphia Museum of Art, and Society of Georgia Archivists (SGA).
- Twenty face-to-face DAS courses currently are scheduled; 10 more are “in the works.”
- We continue to market via *Archival Outlook*, Career Center newsletters, *In the Loop*, flyers, listservs, email blasts, and the SAA website. The Diary of a DAS Student (<http://dasstudentdiary.blogspot.com/>), which documents one archivist's learning experience and impressions while undertaking the DAS curriculum over the next two years, is slowly gaining more attention.

- The DAS Subcommittee met January 26-27, 2012, in Chicago and reviewed four DAS courses and exams, finalized review procedures, and decided to recommend to the Committee on Education a number of changes regarding exams and exam processes.

**Marketing:** Started outreach to potential hosts for FY 2013 courses/workshops. Thus far we have booked 18.

**Pre-conference Courses:**

- Contracted with 16 developers/instructors to offer 10 pre-conference offerings in San Diego. In addition to two DAS courses, we've scheduled five new workshops, a revised EAD workshop, and our Introduction to Archives workshop. The Committee on Education also decided to experiment with a new format (for SAA): CURATEcamp.
- Five of the offerings will require Internet access. We were fortunate to find the Thomas Jefferson School of Law – a 15-minute “leisurely” walk from the hotel.

**Web Seminars:**

- “Information Architecture for Electronic Records” [DAS] was offered on February 9, at 39 sites with approximately 120 attendees.
- In Progress:
  - “Protect Your Holdings AND Provide Access,” a collaboration with NARA, is scheduled on May 31.
  - “Using and Understanding PDF/A as a Preservation Format,” a DAS webinar, is scheduled on June 28. This will replace the former “Preservation Options of PDF” webinar.
  - Other webinar topics under consideration include business archives, reference, and security.

**Committee on Education.** The COE met February 2-3, 2012, in the Chicago office. Action items included:

- A recommendation to the SAA Council to increase the number of DAS Subcommittee members by two. (Approved by the Council in April 2012; subcommittee charge revised; new members appointed.)
- A recommendation to the SAA Council for a “Vendor-Sponsored Tools and Services” course/workshop category (Agenda Item III.E.).
- Inclusion in the draft FY 2013 budget (Program 105) a second face-to-face meeting of the DAS Subcommittee, in addition to the group’s regularly scheduled annual face-to-face meeting.
- A requirement to renew the DAS Certificate after five years by taking a number of DAS courses from the Strategic and Tactical, Tools and Services, and Transformation tiers.
- Ensuring that all courses cover the DAS competencies so that the Comprehensive Examination will be applicable to all exam takers, regardless of the combination of course exams an individual has taken.
- Combine and display ACE categories and the four course tiers in the Education Catalog.
- Submit education articles for each issue of *Archival Outlook*.
- Approval of changes to the DAS exam policies (see table immediately below). Increase passing grade from 70% to 85%.

<b>COE Changes to DAS Exam Policies</b>			
Format	Increase number of questions/exam to:	Increase number of questions in exam pool to:	Adjust time to take the exam to:
Webinar	10	20	1 hour
½ day	15	30	90 minutes
1 day	20	40	2 hours
2 day	30	50	4 hours

- Decided to hold another faculty session in conjunction with the COE meeting in San Diego.

**Table 1: FY 2012 Education Programs (As of 5/17/2012)**

6/30-7/1/11	Encoded Archival Description (Kiesling / Fox) <i>Cancelled</i>	Houghton, MI	1 (25)
7/7/11	Archivists' Toolkit™: Shortening the Path from Accession to Researchers (Onuf / Westbrook)	Web Seminar	68/300+
7/21/11	EAD Tips and Tricks: Repurposing EAD with XSLT (Rush)	Web Seminar	14 (50)
7/25/11	Essentials of Digital Repositories (Branco / Colati)	Brooklyn, NY	33 (30)
7/25/11	Describing Archives: A Content Standard (Landis)	Washington	22 (30)
7/26/11	Archivists' Guide to Balancing Legal Issues in Photographic Collections (Briston / Waggener)	Brooklyn, NY	21 (30)
8/21/11	Describing Archives: A Content Standard (Landis)	Chicago	36 (35)
8/21-22/11	Understanding Archives: An Introduction to Principles and Practices (Darnell / Ostendarp)	Chicago	30 (35)
8/22/11	Designing Archives-Produced Podcasts (Dunaway)	Chicago	14 (26)
8/22/11	Implementing More Product Less Process (Meehan / Santamaria)	Chicago	31 (30)
8/22/11	New SAA Standard: Encoded Archival Context – Corporate Bodies, Persons, and Families (EAC-CPF) (Wisser)	Chicago	11 (35)
8/22-23/11	Encoded Archival Description (Kiesling / Fox)	Chicago	23 (25)
8/22-23	Implementing DACS in Integrated Content Management Systems: Using the Archivists' Toolkit™ (Onuf / Westbrook)	Chicago	17 (30)
8/23/11	Creating Online Exhibits: New Ways to Reach Out, Advocate, and Publicize Your Collections and Services (Grinstead)	Chicago	30 (30)
8/23/11	Measuring Dollars and Cents: A Tool for Archival Outreach and Advocacy (Flynn / Flynn)	Chicago	17 (35)
8/23/11	Preserving Digital Archives: Concepts and Competencies (Morris)	Chicago	30 (35)
8/23/11	Raising Private Monies to Support Archival Programs (Hartsook / Summers) <i>Cancelled</i>	Chicago	0 (35)
9/8-9/11	Managing Electronic Records in Archives and Special Collections [DAS] (Pyatt / Shaw) <i>Contract</i>	Lexington, KY	26 (26)
9/8-9/11	Managing Electronic Records in Archives and Special Collections [DAS] (Deromedi / Shallcross)	Philadelphia	25 (26)
9/15-16/11	Encoded Archival Description (Kiesling / Fox)	Bethlehem, PA	18 (25)
9/16-17/11	Understanding Archives: An Introduction to Principles and Practices (Roth) <i>Licensing Agreement</i>	Mt. Carroll, IL	9 (30)
9/26-27/11	Implementing DACS in Integrated Content Management Systems: Using the Archivists' Toolkit™ (Onuf / Westbrook)	Washington	25 (25)
9/26-27/11	Arrangement and Description of Manuscript Collections (Hackbart-Dean / McDonald)	Austin	19 (35)
9/29/11	Standards for Digital Archives (Ghaznavi) [DAS]	Web Seminar	68 (125)
9/30/11	Describing Archives: A Content Standard (Shepherd) <i>Contract</i>	Richmond, VA	44 (35)
10/3/11	Archives Overview (Ostendarp) <i>Contract</i>	Carbondale, IL	21 (35)
10/3/11	Oral History: From Planning to Preservation (Calabretta) <i>Contract</i>	Bismarck, ND	20 (35)
10/13-14/11	Style Sheets for EAD (Kiesling / Fox)	Pasadena, CA	12 (25)
10/13-14/11	Managing Electronic Records in Archives and Special Collections [DAS] (Pyatt / Shaw)	Hanover, NH	32 (30)
10/14/11	Describing Archives: A Content Standard (Landis)	Seattle	14 (30)
10/14/11	Introduction to Archival Exhibits (Lacher-Feldman)	Austin	30 (30)
10/20-21/11	Rare Books for Archivists (Laird)	Chicago	15 (15)

10/31/11	Introduction to Basic Imaging: How to Do a Small Digitization Project (Allen)	Princeton, NJ	18 (30)
11/4/11	Visual Literacy for Photograph Collections (Bromberg)	San Jose, CA	21 (30)
11/10-11	Encoded Archival Description (Kiesling / Fox) <i>Cancelled</i>	San Antonio	5 (25)
12/5/11	Managing Literary Manuscripts (Hamburger / Johnson-Melvin) <i>Cancelled</i>	Roanoke, VA	3 (25)
12/5-6/11	Implementing DACS in Integrated Content Management Systems: Using the Archivists' Toolkit™ (Onuf / Westbrook) <i>Cancelled</i>	Claremont, CA	12 (25)
12/7-8/11	Rare Books for Archivists (Laird)	San Antonio	15 (15)
12/8/11	Change Management... What You Should Know! (Eaton)	Web Seminar	15/ 30
1/5-6/12	Style Sheets for EAD (Kiesling / Fox) <i>Cancelled</i>	San Antonio	12 (25)
1/18/12	Digital Curation: Creating an Environment for Success [DAS] (Esposito)	Boston	35 (35)
2/9/12	Information Architecture for Electronic Records [DAS] (Ghaznavi / Boyden)	Web Seminar	39/120
3/2/12	Basic Electronic Records [DAS] (Huth)	Boston	22 (30)
3/2/12	Project Management for Archivists (Pleva-Flynn)	Bloomington, IN	18 (35)
3/9/12	Describing Archives: A Content Standard (Landis)	El Portal, CA	19 (25)
3/9/12	Visual Literacy for Photograph Collections (Bromberg)	Chicago	12 (25)
3/12-13/12	Security in Archives and Manuscript Repositories (Bowling) <i>Contract</i>	Fargo, ND	16 (30)
3/13/12	Preserving Digital Archives: Concepts & Competencies [DAS] (Norris)	New Orleans	17 (30)
3/15-16/12	Managing Electronic Records in Archives and Special Collections [DAS] (O'Meara / Shaw)	College Station, TX	19 (30)
3/21/12	Analyzing and Improving Archival Websites (Prom)	Princeton, NJ	17 (30)
3/23/12	Implementing More Product Less Process (Meehan / Santamaria)	Middletown, CT	27 (35)
3/23/12	Digital Repositories [DAS] (Colati / Colati)	Middletown, CT	36 (30)
3/23/12	New SAA Standard: Encoded Archival Context – Corporate Bodies, Persons, and Families (EAC-CPF) (Wisser) <i>Contract</i>	Austin	13 (28)
3/28/12	Archivists' Guide to Balancing Legal Issues in Photographic Collections (Briston)	Greensboro, NC	17 (30)
4/18/12	Basic Electronic Records [DAS] (Huth)	Grand Rapids, MI	28 (30)
4/24/12	Basic Electronic Records [DAS] (Huth)	Austin	36 (30)
4/25/12	Project Management for Archivists (Pleva-Flynn) <i>Contract</i>	Jackson, MS	24 (30)
4/26/12	Digital Curation: Creating an Environment for Success [DAS] (Esposito)	Ventura, CA	31 (30)
5/5/12	Appraisal of Electronic Records [DAS] (Wojcik)	Hannover, NH	20 (30)
5/7/12	Oral History: From Planning to Preservation (Calabretta)	Chicago	19 (30)
5/10-11/12	Managing Electronic Records in Archives and Special Collections [DAS] (Pyatt / Shaw)	Seattle	23 (30)
5/14/12	Basic Electronic Records [DAS] (Huth)	Salt Lake City	20 (35)
5/22/12	Legal Issues in Digital Archives	Phoenix	35 (35)
5/21/12	Visual Literacy for Photograph Collections (Bromberg)	New York	20 (30)
5/21-22/12	Archives: Principles and Practices (Hackbart-Dean / Ostendarp)	Providence, RI	21 (35)
5/23/12	Arrangement & Description of Electronic Records [DAS] (Prom)	Chicago	35 (40)
5/30/12	Implementing More Product Less Process (Meissner)	Manhattan, KS	20 (30)
5/31/12	Protect Your Holdings AND Provide Access? (Dine / Sanett)	Web Seminar	5
5/31-6/1	Encoded Archival Description (Kiesling / Fox)	Albuquerque, NM	15 (25)
6/14/12	Digital Archives and Libraries [DAS] (Rosko)	Minneapolis	10 (30)
6/15/12	New SAA Standard: Encoded Archival Context – Corporate Bodies, Persons, and Families (EAC-CPF) (Wisser) <i>Contract</i>	Minneapolis	12 (30)
6/15/12	Inreach and Outreach for Digital Archives [DAS] (O'Meara)	Athens, GA	15 (30)
6/15/12	Implementing More Product Less Process (Meissner)	Lexington, KY	7 (30)
6/15/12	Digital Curation: Creating an Environment for Success [DAS] (Esposito)	Provo, UT	12 (30)
6/21-22/12	Archives: Principles and Practices (Hackbart-Dean / Ostendarp)	St. Louis, MO	2 (35)
6/27/12	Digital Curation: Creating an Environment for Success [DAS] (Esposito)	University Park, PA	2 (30)
6/27-28/12	Managing Electronic Records in Archives and Special Collections [DAS] (Pyatt / Shallcross)	University Park, PA	10 (30)
6/28/12	Using and Understanding PDF/A as a Preservation Format [DAS] (Huth)	Web Seminar	10
6/29/12	Digital Forensics for Archivists [DAS] Lee	New York	35 (35)

**Table 2: FY 2013 Education Programs (As of 5/17/2012)**

7/20/12	Preserving Digital Archives: Concepts & Competencies [DAS] (Norris)	Knoxville	11 (30)
7/20/12	Digital Curation: Creating an Environment for Success [DAS] (Esposito)	Lafayette, IN	23 (35)
8/5-6/12	Archives: Principles and Practices (Hackbart-Dean / Ostendarp)	San Diego	1 (35)
8/6/12	CURATEcamp (Garcia-Spitz / O'Meara / Sotelo)	San Diego	10 (40)
8/6/12	Describing Moving Images with PBCore (Leigh / Michael)	San Diego	4 (35)
8/6/12	Digital Forensics for Archivists [DAS] Lee	San Diego	12 (35)
8/6/12	New SAA Standard: Encoded Archival Context – Corporate Bodies, Persons, and Families (EAC-CPF) (Wisser) <i>Contract</i>	San Diego	3 (35)
8/6-7/12	Fundamentals of Encoded Archival Description and XSLT Stylesheets (Kiesling / Fox)	San Diego	3 (25)
8/6-7/12	Here Today, Hear Tomorrow: A Workshop on Archival Audio (Including a Peek at Video) (Blood)	San Diego	5 (35)
8/7/12	Utilizing Focus Groups to Gain User Feedback (Cushing / Kriesberg)	San Diego	1 (30)
8/7/12	Developing Specifications and RFPs for Recordkeeping Systems [DAS] (Ghering)	San Diego	8 (35)
8/7/12	Web Archiving: Selection, Capture, Preservation, and Marketing (Eubank / Schmitz-Fuehrig / Wright)	San Diego	3 (35)
8/23/12	Managing Electronic Records in Archives and Special Collections [DAS] (Deromedi / Shaw)	Washington	(35)
9/14/12	Copyright: The Archivist and the Law (Maher)	Mount Carroll, IL	(30)
9/21/12	Oral History: From Planning to Preservation (Calabretta)	New York	3 (30)
9/28/12	Describing Archives: A Content Standard (Dean)	Waco, TX1 (30)	(30)
10/3-5/12	Business Archives...Establishing and Managing an Archives	Minneapolis	12 (25)
10/5/12	Appraisal of Electronic Records [DAS] (Wojcik)	Austin	2 (28)
10/12/12	Preserving Digital Archives: Concepts & Competencies [DAS] (Norris)	Ogden, UT	2 (30)
10/19-20/12	Archives: Principles and Practices (Hackbart-Dean / Ostendarp)	North Hollywood, CA	1 (35)
10/19/12	Legal Issues in Digital Archives [DAS] (Besser)	Philadelphia	(30)
10/22/12	Archives Overview (Ostendarp)	Danville, IL	2 (30)
10/29/12	New SAA Standard: Encoded Archival Context – Corporate Bodies, Persons, and Families (EAC-CPF) (Wisser) <i>Contract</i>	Princeton	(35)
11/2/12	Achieving Email Account Preservation with XML [DAS] (Ferrante)	Boston	(35)
12/7/12	Digital Curation: Creating an Environment for Success [DAS] (Esposito)	Austin	0 (30)
12/14/12	Legal Issues in Digital Archives [DAS] (Berndt-Klodd)	Princeton	(35)