

**Society of American Archivists  
Council Meeting  
Monday, July 24, 2017  
Oregon Convention Center  
Portland, Oregon**

**Staff Report: Education  
(Prepared by Kara Adams)**

**In-Person Education**

Continuing to offer high-quality in-person courses is a priority, and by partnering with hosts across the country – and potentially internationally – we’ll ensure that SAA members’ demonstrated interest in traditional classroom-style education is met.

**FY17 Stats:**

- Held 8 webcasts and 78 in-person courses with 1,458 attendees.\*
- Cancelled 7 courses (4 at the 2016 Annual Meeting in Atlanta) due to low enrollment.
- 76 test takers took the Digital Archives Specialist (DAS) Comprehensive Exam, with 58 (77%) earning their DAS Certificate.
- The monthly Education eNewsletter has a distribution of 1,969 and a 37.6% average open rate.
- The inaugural issue of the quarterly Instructor eNewsletter (sent in May) had a distribution of 96 and a 56.3% open rate.

**FY18 so far:**

- 55 FY18 courses are already scheduled. Eight of the nine pre-conference courses are sold out. Capacity for Arrangement and Description of Digital Records Parts 1 and 2 was increased to 60 attendees for each day.
- Seven locations have been identified as being able to offer the entire Digital Archives Specialist (DAS) curriculum. The next Call for Course Hosts will be issued in September.

\*Numbers corrected from previous report.

**Online Learning**

SAA has a new Learning Management System! Launched on July 1 on an ambitious five-week content migration and integration timeline, the new platform has seen over \$2,000 in revenue in its first two weeks. Webcasts are now managed by SAA utilizing the simple registration features of the LMS, integrated with the AdobeConnect virtual presentation platform.

SAA is also utilizing the LMS's functionalities to improve the efficiency and accessibility of materials for in-person courses. By creating online "Course Portals," all in-person course registrants are given convenient access to all their course materials—their pre-readings, print-your-own workbooks, exams, evaluations, and certificates—all in one place. Each Course Portal also features a discussion board for registrants and instructors to introduce themselves and chat with one another. Utilizing the LMS for the management of in-person courses will improve staff efficiency, as well as allow registrants to track their online and in-person education credits in one location.

The online DAS Practice Exam for members preparing to earn that certificate was also introduced on July 1, as well as a revamped *Web Archiving Fundamentals* online course. Kara is currently working with Helen Wong Smith on the development of a *Cultural Diversity Competency* online course that will be offered at no cost. The LMS contains an On-Demand Webcast Catalog with 27 webcasts, as well as Session Catalogs of recordings from every SAA annual meeting going back to 2008 – approximately 650 sessions!

The option to complete more certificate courses online is a frequent request from members, and we are continuing to work with both the Committee on Education and the DAS Subcommittee on offering more content, and potentially the Comprehensive Exam, online.

FY17 Stats:

- Held 9 live webcasts with approximately 439 registrants. Four of these webcasts were free-to-member advocacy programs.

FY18 so far:

- \$2,000+ revenue in new LMS in the first two weeks of launch.
- A free *Top 10 Tips for First-Timers* webcast was held on July 13 to share tips and resources with first-time conference attendees. The presentation featured Kate Dundon, Chair of the Membership Committee, and Kara Adams. A total of 104 people registered and approximately 50% attended the live event.

### **Potential Partnerships**

While in Portland, Kara will meet with representatives from the Hong Kong Government Records Service, the Archives and Records Association of New Zealand, NARA, and tentatively the Association of Canadian Archivists to discuss potential opportunities and partnerships.

### **Committee on Education (CoE)**

The Committee on Education continues to work on revisions to the ACE Guidelines after receiving comments from the public. CoE will meet in Portland and has invited members of all education committees to join. The committee continues to focus on collaborations with other SAA entities, particularly Sections, to increase communication regarding available content expertise and course offerings in related fields of interest.

**DAS Subcommittee**

The DAS Subcommittee continues to focus on content development, course revisions, and exam item writing. The subcommittee is currently looking into the lower-than-usual pass rate of DAS Comprehensive Exam test takers and revising its course development procedures.

**GAE Subcommittee**

The GAE Subcommittee will meet informally in Portland. Their focus is to oversee the Guidelines for Graduate Archival Education and prepare new guidelines for member feedback and publication.