

**Society of American Archivists
Council Meeting
August 1, 2016
Hilton Atlanta, Atlanta, Georgia**

**Chair Report: Committee on Education
(Prepared by Jennifer Pelose)**

The SAA Committee on Education (CoE) met February 25-26, 2016, at SAA headquarters in Chicago. In attendance were Committee Chair Jennifer Pelose; Vice Chair Alison Clemens; committee members Sarah Buchanan, Richard Dine, Erin Faulder, Marcy Flynn, Lauren Goodley, Brad Houston, and Marty Olliff; *ex officio* Mahnaz Ghaznavi; Council liaison Kris Kiesling; Education Coordinators Mia Capodilupo and Brianne Downing; and Director of Education Solveig DeSutter. Absent: Morgan Gieringer and Beth Myers.

COMMITTEE ON EDUCATION'S STRATEGIC PLAN AND NEEDS

The Committee discussed current resources and support for both the committee and the staff to 1) maintain the DAS certificate program to keep it relevant and sustainable; 2) develop and sustain other tracks/programs in the ACE Categories; and 3) strategically position SAA as the archival continuing education provider of choice.

MAINTAIN THE DAS CERTIFICATE PROGRAM

Under the leadership of DAS Subcommittee Chair Mahnaz Ghaznavi, the DAS certificate program remains strong, with more than 1,000 individuals having taken one to two DAS courses and approximately 600 pursuing the certificate. In FY16, 265 individuals have been awarded the DAS Certificate.

This year the DAS Subcommittee has focused its energies on reviewing several courses and examining how these course updates may affect the comprehensive exam; updating the Seven Core Competencies of the Digital Archives Specialist Program (last reviewed in 2010); and further developing documentation and practices for course liaisons. Several of these practices are now being explored for inclusion in course development workflows for all SAA educational offerings. These practices include creating liaison checklists for course development, having liaisons review courses before they go live, and creating subject or track-related bibliographies.

Although CoE leadership ensured additional funds for a Learning Management System (LMS) that is critical to sustain and maintain the DAS Program, not much progress has been made. Other priorities such as Program Committee support, creation of the new website, and day-to-day maintenance/repair of SAA's systems have consumed time that might have been allocated to the process of researching and creating an RFP for the LMS with subsequent implementation.

DEVELOP AND SUSTAIN OTHER TRACKS/PROGRAMS IN ACE CATEGORIES

Arrangement and Description Certificate Program

After the success of DAS, the Committee on Education began investigating how other tracks could be developed to programmatically align SAA's courses. After two years of planning, assigning courses into appropriate tiers, and connecting with stakeholders, including the course instructors and members of the Archival Educators Roundtable, the Arrangement and Description (A&D) certificate was approved by the Council at the 2015 Annual Meeting. CoE then focused its energies on publicizing this new program, with an article appearing in last fall's *Archival Outlook* formally introducing the program to SAA's membership and a second article published in the Description Section's newsletter *Descriptive Notes*. Aside from these formal outlets, committee members and SAA staff have answered questions about the program in person, via phone, and on Twitter. This year, CoE members reviewed the content of every course in the A&D curriculum and reported out at the midwinter meeting on the modifications needed to further align the course with the targets of the A&D certificate program. Updates currently are being distributed to instructors. Thus far nine A&D courses were offered in FY16 with 81 students taking exams. (That number is not truly representative because the existing system won't provide us with a report that indicates which A&D/DAS courses are being taken for each program.) Ten courses are scheduled YTD for FY17.

Management Certificate Program

Now that CoE has successfully launched the A&D certificate program, we will focus our attention on developing a management track for archivists, concentrating on project and financial management and risk assessment.

POSITION SAA AS THE PROVIDER OF CHOICE FOR ARCHIVAL CONTINUING EDUCATION

We are committed to continuing to support new initiatives and ideas. Some initiatives on which we've been working include the following:

Re-evaluation of Charge of the Committee on Education

Following announcement of the A&D certificate program last fall, CoE received some feedback from SAA membership about its activities and purview. As CoE's charge was last reviewed in 2011, committee members Erin Faulder and Lauren Goodley led efforts to revise the Committee's charge in advance of the midwinter meeting to accurately reflect our activities and reaffirm our connections to other SAA component groups. The document was discussed at the face-to-face meeting in February 2016 and submitted to the Council for approval. (See 0816-1-II-C.)

Discussion of SAA Vendor Guidelines

As directed by the Council, CoE discussed the issue of incorporating vendors into its courses for the instruction of specific archival tools and systems. CoE extensively debated the topic at our midwinter meeting, and the committee decided it was not comfortable with vendors sponsoring courses in SAA's curriculum. Despite this decision, CoE continues to monitor demand for these

courses from membership, especially with the launch of the A&D certificate program, and will re-evaluate the topic at the annual meeting in August.

Guidelines for Developing a Graduate Program in Archival Studies (GPAS) and Guidelines for Archival Continuing Education (ACE)

Led by CoE member Marty Olliff, GPAS and ACE were both revised by the committee this year and sent out for comment to SAA membership. Due to the strong feedback CoE received on GPAS, a subgroup of members will evaluate and integrate the comments and submit to the Standards Committee this fall, with submission to the Council at its November meeting. Based on the questions generated by the feedback, a more rigorous process that will include in-depth research into graduate education in archival programs is planned for the coming years.

Collaboration with the Committee on Ethics and Professional Conduct

CoE and CEPC have been working to integrate an ethics component into the A&D curriculum. Marty Olliff has been leading this effort, coordinating chiefly with Robert Riter of CEPC. As a result, CoE and CEPC have agreed on the following next steps:

- CEPC will continue to support finding course developers for the creation of courses that would provide guidance on contemporary concerns that archivists face.
- A modular approach was agreed upon, with a general archival ethics course to be developed first and additional webinars and/or courses on specific topics to follow.
- CEPC member Nancy Freeman is developing the first webinar, scheduled for October 4, 2016.

Collaboration with Other Education Providers

- *Modern Archives Institute*: Education Director Solveig De Sutter, Chair Jennifer Pelose, and Vice Chair Alison Clemens have been in talks with ARL and NARA to partner and re-develop NARA's Modern Archives Institute, a program that has been on hiatus for two years.
- *Lyrasis*: CoE has explored the possibility of coordinating with Lyrasis in offering courses. CoE members Lauren Goodley and Marcy Flynn have audited courses to determine if they are appropriate for inclusion in SAA's education curriculum.
- *Coalition for National Learning*: CoE continues to monitor any outcomes from various projects from the Coalition for Archives, Libraries, and Museums initiative. Representing CoE, Jennifer Pelose participated in several conference calls.

Collaboration with Other SAA Groups

During the last two years, Vice Chair Alison Clemens has spearheaded an effort to develop a resource guide to the profession for new professionals and students. With CoE consultation, Alison created and distributed an online survey to the Membership Committee, SNAP, student chapters, and A&A discussion lists to gauge the needs of the new SAA members in those communities. CoE plans to work with other SAA component groups on how to best use the data. Thus far, results have been shared with the SNAP Roundtable and the Membership Committee. Alison's findings were published in the May/June 2016 issue of *Archival Outlook*.