

**Society of American Archivists
Council Meeting
August 3, 2020
Virtual Meeting**

**Formation of Student Chapter at
North Carolina Central University
(Prepared by SAA Staff)**

BACKGROUND

On June 26, Governance Manager Felicia Owens received the following email message (with attachments) from Kenyarna Harden:

Good afternoon Ms. Owens,

My name is Kenyarna Harden and I am the interim President for the 2020-2021 SAA student chapter here at North Carolina Central University. I spoke with you in February about beginning a student chapter. By way of all the information provided on the SAA website, we were able to develop the needed information to apply for this student chapter.

Attached documents are:

List of SAAEM Members and Advisors
NCCU SAA Bylaws
NCCU SAA Constitution
Letter of Recognition - University
Letter of Support - Faculty Advisor

All five officers and advisors are currently members of SAA as students and as Individual Members. All members of this chapter are students of North Carolina Central University and its School of Library and Information Science graduate program. We hope this will enable approval at the next SAA Council meeting in July. If there is any additional information needed please let me know.

Thank you,

Kenyarna C. Harden
NCCU School of Library and Information Sciences
Graduate Assistant to Dr. Aisha M. Johnson-Jones

DISCUSSION

The requirements to form and maintain a Student Chapter of SAA are outlined in the SAA Governance Manual, [Section XII: Student Chapters](#).

Appended to this report are the four documents required for establishment of a student chapter at the university, plus a chapter constitution:

- Constitution (Appendix A)
- Bylaws (Appendix B)
- List of SAA Members (Appendix C)
- Letter of Recognition from Academic Institution (Appendix D)
- Letter from Faculty Advisor (Appendix E)

RECOMMENDATION

THAT the petition to form an SAA Student Chapter at North Carolina Central University be approved.

Support Statement: The petitioner has met all requirements to form a new student chapter at North Carolina State University.

Impact on Strategic Priorities: Approving a student chapter at North Carolina State University would support Goal 2: Enhancing Professional Growth and Goal 4: Meeting Members' Needs.

Fiscal Impact: None.