

**Society of American Archivists  
Council Meeting  
August 14, 2024  
Chicago, IL  
Hybrid Meeting**

**Staff Report: Education  
April–June 2024  
(Prepared by Chief of Training and Organizational Development, Rana  
Salzmann)**

**On-Demand Webcast Sales Summary**

	<b>April 2024</b>	<b>May 2024</b>	<b>June 2024</b>	<b>Totals</b>
<b>Paid content</b>	129	150	148	427
<b>Free content</b>	38	22	19	79
<b>Revenue</b>	<b>\$17,911.00</b>	<b>\$ 21,450.00</b>	<b>\$21,522.00</b>	<b>\$60,913.00</b>

**Completed Synchronous Courses (Zoom and In-Person)  
April 1, 2024 to June 30, 2024**

<b>Date</b>	<b>Course</b>	<b>Total Enrolled</b>	<b>Registration Maximum</b>	<b>Paid or Free; In Person or Online</b>
04/09-04/10/2024	Accessioning & Ingest of Digital Records #2436	36	35	Paid; online
4/10/2024	Crosswalking Metadata #2438	41	35	Paid; online
04/18-04/19/2024	Arrangement & Description: Fundamentals #2431 Minneapolis, MN	26	35	Paid; in person
04/03, 7, 10 and 23, 2024	Technology Management for Archivists #2449	23	35	Paid; online
5/8/2024	Email Archiving #2442 Northwest Archivists, Spokane, WA	18	35	Paid; in person
05/09-05/10/2024	Records Management for Archivists #2451	35	35	Paid; online
5/29/2024	Preserving Digital Archives #2448 CIMA, Reno, NV	14	35	Paid; in person
05/30/2024 and 06/10/2024	Archival Exhibitions #2435	36	35	Paid; online

<b>Date</b>	<b>Course</b>	<b>Total Enrolled</b>	<b>Registration Maximum</b>	<b>Paid or Free; In Person or Online</b>
06/04-06/05/2024	Accessioning & Ingest of Digital Records #2453	35	35	Paid; online
06/25-06/26/2024	Arrangement & Description of Digital Records: Parts 1&2 #2446 Eugene, OR	26	35	Paid; in person
6/27/2024	Digital Forensics: Fundamentals #2445 Eugene, OR	27	35	Paid; in person
05/22/2024; 05/29/2024; and 06/05/2024	Reparative Description: Advanced Topics (live session) #2452	45	50	Paid; online
<b>TOTALS</b>		362	435	(73)

**Upcoming Courses FY25, Q1**

<b>Date</b>	<b>Course</b>	<b>Paid or Free</b>
7/1 and 7/2/2024	Project Management Fundamentals and Advanced (closed course for Architect of Capitol’s Office)	Paid
8/14/2024	Email Archiving #2500 (Preconference course alongside SAA AM 2024)	paid
9/11/2024; 09/18/2024; 09/25/2024 and 10/02/2024	Technology Management for Archivists #2504	paid
9/17/2024	Investing in You: Taking Charge of Your Career	paid
9/23/2024	Building Your Brand	free
09/24-09/25/2024	Arranging and Describing Photographs #2517	paid
9/30 to 11/18/2024	Digital Curation: Fundamentals and Sustainability #2515	paid

**Certificate Program Updates**

We continue to highlight each new DAS and A&D certificate holder on the website here: <https://www2.archivists.org/prof-education/das/certificate-holders> and here: <https://www2.archivists.org/prof-education/a-d/certificate-holders>

- 25 DAS Certificates were awarded during the May exam cycle. 8 people renewed their DAS Certificate this quarter.
- Seven people earned their A&D Certificate this period. There was one renewal.

- We completed the recording of the forthcoming DAS pre-requisite course on OAIS. As soon as the course is properly built in Nimble, we will discuss rollout of this requirement for certificate registrants.

### **Highlights and Discussion**

- This quarter, we offered five in-person courses in various locations, including in conjunction with regional archives conferences like CIMA and Northwest Archivists. The University of Oregon hosted a bootcamp, including the A&D of Digital Records and Digital Forensics Fundamentals courses. We also offered 7 online courses, five of which “sold out” at the maximum enrollment of 35. This is a strong showing for our online programming.
- The new Reparative Description: Advanced Topics course ran over 3 weeks in May and June, to a sold-out Zoom crowd of 50 folks. The course is now available for on-demand purchase. This course represents a new offering in the Transformational tier of the A&D program. As a live event, over the first three months, this course brought in over \$8000 in revenue.
- For the first time since 2019, we offered a revised version of the one-day Records Management course online to 35 registrants. I am pleased with this enrollment and will look to offer additional records management courses in the future.
- In addition to community courses with registration open to all, SAA Education continues to offer “closed” courses as an option for institutions to provide professional development and customized training to their employees. One such course, Project Management: Fundamentals and Advanced, was offered in July for a cohort of archivists at the Architect of the Capitol’s office. Upcoming, we are planning courses for the Hong Kong Government Records Service (Preserving Digital records, online) and the North Carolina Department of Natural and Cultural Resources (Cultural Diversity Competency, in person).
- In Q4, SAA Education contributed staff time to assist the NAAS Mellon-funded Grant Project, *Indigenizing Archival Training*, with an extended timeline of grant activities, including providing 5 travel scholarships to the 2024 Annual Meeting. A related workshop, sponsored by NAAS, on Culturally Responsive Approaches Toward Indigenous Materials, is fully enrolled at 50 registrants and running a waitlist at this time.
- For the first time since the 2019 Annual Meeting in Austin, we are offering a pre-conference Education course, Email Archiving prior to the Annual Meeting in Chicago this month. Due to space constraints and exorbitant F&B costs at the conference Hilton, the course will take place offsite at the SAA HQ building. The course is fully enrolled at 35 and running a waitlist at this time.