

**Society of American Archivists  
Council Meeting  
November 5-7, 2017  
Chicago, Illinois**

**Annual Report: Committee on Education  
(Prepared by 2016-2017 Chair Alison Clemens)**

The SAA Committee on Education (CoE) met via conference calls each month and face-to-face March 8–9, 2017, at SAA Headquarters in Chicago. In attendance at the Chicago meeting were Committee Chair Alison Clemens; Vice Chair Lauren Goodley; Committee members Sarah Buchanan, Erin Faulder, Marcy Flynn, Brad Houston, Seth Shaw, and Matthew Strandmark; Committee intern Shanee’ Murrain; *ex officio* Mahnaz Ghaznavi; Council liaison Kris Kiesling; SAA Director of Education Kara Adams; SAA Education Coordinators Mia Capodilupo and Brianne Downing; SAA Education Consultant Solveig De Sutter; and SAA Executive Director Nancy Beaumont.. Absent were Committee members Stephanie Call and Marty Olliff.

**STRATEGIC PLAN AND NEEDS**

Over the course of the year, the Committee discussed current resources and support for both the Committee and the staff to 1) ensure adherence to the Committee’s charge via creation of a new Graduate Archival Education Subcommittee; 2) develop and sustain the SAA curriculum; 3) keep the Committee guidelines relevant and sustainable; and 4) support the Committee internship program.

**1) Ensure adherence to the Committee’s charge via creation of a new Graduate Archival Education Subcommittee.** The Committee on Education examined its charge and description in 2016 and found some important gaps between what the Committee could accomplish versus what was documented in the charge. Specifically, the Committee felt that it was unable to adequately address graduate education, given its current structure and focus on SAA educational offerings. The Committee therefore decided to recommend formation of a Graduate Archival Education Subcommittee (approved by the Council and comprising archival educators and students). The Committee also reaffirmed that accreditation is not a feasible option for SAA.

**2) Develop and sustain the SAA curriculum.**

***Arrangement and Description Certificate Program:*** After the success of the DAS Certificate, the Committee spent two years planning and designing the Arrangement and Description (A&D) Certificate curriculum. The development of this certificate program involved significant course development and the Committee has continued to support course instructors with materials review and course exam creation.

***Curriculum Development:*** Based on its experience creating the A&D certificate program, the Committee decided to be more proactive in its course development work. Previously course development depended on SAA community members proposing courses to the Education Department. While the Committee has appreciated its ability to be responsive to community members, it felt that taking a more proactive approach in identifying community needs would be beneficial to SAA's members and the comprehensiveness of SAA's educational offerings. The Committee has therefore identified and created specifications for approximately 10 courses planned for prioritization and implementation. The Committee also restructured its liaison program from a model of a one-on-one relationship between a liaison Committee member and a course developer to a team-based model in which Committee members identify their areas of interest and are assigned to course developers based on their interests.

***Future Certificate Programs:*** The Committee has continued to discuss future certificate programs and is especially interested in developing a management track for archivists, concentrating on project and financial management and risk assessment.

***Liaising with Other SAA Groups:*** The Committee has continued its work to build liaison relationships with other SAA groups. In addition to the formal liaison relationship with the Archival Educators Section, we also worked to identify groups whose work is especially relevant to our educational offerings and to build our relationship with the Visual Materials Section and the Electronic Records Section.

**3) Keep the Committee guidelines relevant and sustainable.** Ensure that the Guidelines for Developing a Graduate Program in Archival Studies (GPAS) and Guidelines for Archival Continuing Education (ACE) are up-to-date and adequately reflect current practices. Led by CoE member Marty Olliff, GPAS and ACE were both revised by the Committee last year; GPAS was approved by the Council at the end of 2016. Due to the strong community feedback CoE received on GPAS, a subgroup of members evaluated and integrated the comments in order to submit a final version to the Standards Committee and the Council. CoE then revisited ACE and has worked over the past year to bring ACE in line with GPAS and gather community comments on its proposed revisions. We expect that ACE will go to the Standards Committee and the Council by the end of this year.

**4) Support the Committee Internship Program.** Based on the questions generated by the GPAS and ACE feedback, the Committee launched an initiative to gather more in-depth research into graduate education in archival programs. The Committee's intern, Shanee' Murrain, completed a research project on graduate educational offerings and gaps. Her findings will support the initial work of the Graduate Archival Education Subcommittee.