

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

**2016-2017 Section Annual Reports (Compiled)
(Compiled by SAA Governance Coordinator Felicia Owens)**

Compiled here are the 2016-2017 annual reports for all SAA section. For the second year, reports were collected through a Survey Monkey survey created and shared by SAA staff. This process proved to be very successful, as it limited email churn, standardized the reports to make compilation easier, and created a secondary record of the reports.

Also new this year was implementation of a September 1 deadline for all section reports. This was one stipulation of the Member Affinity Group proposal adopted by the SAA Council in August 2016. Outgoing chairs were asked to complete the reports by September 1 and to include the most complete and accurate information for the 2016-2017 term.

Index:

Acquisitions and Appraisal Section	Page 3
Architectural Records Section	Page 8
Archival Educators Section	Page 9
Archival History Section	Page 10
Archives Management Section	Page 13
Archivists and Archives of Color Section	Page 15
Archivists of Religious Collections Section	Page 17
Business Archives Section	Page 19
Collection Management Tools Section	Page 20
College and University Archives Section	Page 22
Congressional Papers Section	Page 25
Description Section	Page 27
Electronic Records Section	Page 28
Encoded Archival Standards Section	Page 30
Government Record Section	Page 32
Human Rights Archives Section	Page 33
International Archival Affairs Section	Page 35
Issues and Advocacy Section	Page 36
Labor Archives Section	Page 38
Latin American and Caribbean Cultural Heritage Archives Section	Page 39
Lesbian and Gay Archives Section	Page 41

Local Government Records Section	Page 42
Lone Arrangers Section	Page 43
Manuscript Repositories Section	Page 44
Metadata and Digital Object Section	Page 45
Military Archives Section	Page 46
Museum Archives Section	Page 49
Native American Archives Section	Page 50
Oral History Section	Page 51
Performing Arts Section	Page 53
Preservation Section	Page 54
Privacy and Confidentiality Section	Page 55
Public Library Archives and Special Collections Section	Page 56
Recorded Sound Section	Page 57
Records Management Section	Page 58
Reference, Access, and Outreach Section	Page 60
Research Libraries Section	Page 61
Science, Technology, and Health Care Section	Page 62
Security Section	Page 64
Students and New Archives Professionals Section	Page 65
Visual Materials Section	Page 67
Visual Materials Cataloging and Access Section	Page 69
Web Archiving Section	Page 70
Women Archivists Section	Page 71
Women's Collections Section	Page 73

Acquisitions and Appraisal Section

Council Liaison: Courtney Chartier

Report Submitter: Bethany Anderson

ACTIVITIES

Completed

Section Blog: As noted below, the Section blog, Assigning Value (<http://appraisalsaa.wordpress.com>), has provided a space for member contributions and announcements and calls for member engagement from the steering committee. The steering committee has posted updates and news (sections projects and activities, call for steering committee nominations, calls to contribute to the blog, etc.); announcements and recaps of Twitter chats; calls for participation in surveys; interviews with archivists about acquisition and appraisal topics; and repository updates from members.

Below are a few highlights from the blog during 2016-17:

- Section projects and activities:
 - Acquisition and Appraisal Bibliography Project:
<https://appraisalsaa.wordpress.com/2017/07/24/appraisal-acquisition-bibliography-project/>
 - Collection Development Policy Survey Report:
<https://appraisalsaa.wordpress.com/2017/06/13/policy-survey-report-june-chat/>
- Repository updates:
 - “FROGG Records at the Brooklyn Historical Society,” by Julie May:
<https://appraisalsaa.wordpress.com/2017/06/04/repository-update-frogg-records-at-brooklyn-historical-society/>
 - “Women’s March on Denver,” by Jamie Seemiller:
<https://appraisalsaa.wordpress.com/2017/05/01/repository-update-womens-march-on-denver-denver-public-library-western-history-department/>
 - “Egyptian Postcard Collection,” by Ryder Kouba:
<https://appraisalsaa.wordpress.com/2017/04/20/repository-update-egyptian-postcard-collection/>
 - “Ecumenical Records in a Religious Repository,” by Kira Baker:
<https://appraisalsaa.wordpress.com/2017/01/27/repository-update-ecumenical-records-in-a-religious-archives/>
 - Community interviews: “Insight into Audiovisual Appraisal: Interview with Paul Eisloeffel,” interview by Kira Baker: <https://appraisalsaa.wordpress.com/2017/02/20/insight-into-audiovisual-appraisal-paul-eisloeffel-interview/>
- Third Thursday Twitter chat recaps:
 - Joint chat with the College & University Archives Section on appraising faculty papers:
<https://appraisalsaa.wordpress.com/2017/07/20/recap-third-thursday-faculty-papers/>
 - Joint chat with DocNow on appraising social media:
<https://appraisalsaa.wordpress.com/2017/04/27/recap-third-thursday-with-docnow/>
 - Joint chat with the Records Management Section:
<https://appraisalsaa.wordpress.com/2017/02/23/recap-third-thursday-chat-on-appraisal-records-management/>
 - Appraising Research Data: <https://appraisalsaa.wordpress.com/2016/12/21/recap-third-thursday-on-research-data-appraisal/>

- All things appraisal: <https://appraisalsaa.wordpress.com/2016/10/26/recap-third-thursday-on-all-things-appraisal/>

Third Thursday Twitter chats: The section steering committee continued a project begun in early 2016 to engage with more of the section membership around critical issues of appraisal. Third Thursday chats were initially hosted on the section's blog, but the steering committee moved the chats to Twitter to continue to expand engagement in the archival community. A total of six Third Thursday chats were held every other month from October 2016 through July 2017. Using the hashtag #appraisethis, the chats centered on such topics as a general introductory chat on appraisal ("all things appraisal"), appraising different formats of material (social media content, research data), joint chats with other sections (Records Management Section and College & University Archives Section), and the section's recent collection development policy survey. The steering committee created 5–6 prompts ahead of each chat to facilitate discussion during the chats.

Section Subcommittees: The Acquisitions and Appraisal Section's two subcommittees—the Best Practices Subcommittee and the Social Media Subcommittee—engaged in several projects over the year that continued the section's engagement around acquisitions and appraisal topics and the creation of resources for members:

Best Practices Subcommittee: This body was established in 2015 with a vision to provide leadership in developing and sharing acquisitions and appraisal resources for those engaged in archival selection, to keep best practices and standards relevant and updated, and to encourage dialogue about changing needs and frameworks for appraisal in theory and practice. The co-chairs of the subcommittee for 2016-2017 were Marcella Huggard and Julie May. Other subcommittee members included Mat Darby, Mark Greene, Courtney Mumma, Rachel Rosenfeld, Laura Sullivan, and Linda Whitaker.

In 2016-2017 the subcommittee focused on: Collection Development Policy Survey: This project focused on collecting samples and similar data relating to the creation and use of collection development or acquisition policies by institutions. Following the subcommittee's initial request of sample policies from members, the subcommittee developed and deployed a survey between November 8 and December 15, 2016, and spent the first half of 2017 analyzing data from this survey. The results of the survey are available in this report:

https://www2.archivists.org/sites/all/files/aasection_collection_development_policy_2016survey.pdf.

Social Media Subcommittee: This subcommittee was formed in 2015 to continue the section's efforts to regularly engage with the section membership using social media channels. Members of the subcommittee included Bethany Anderson, Kira Baker, Lily Troia, and Heather Soyka. The subcommittee's main projects included:

- Third Thursday Twitter chats: The subcommittee explored using Twitter as an engagement tool, transitioning Third Thursday conversations from the blog to Twitter chats, using the SNAP Section's successful Twitter model. The subcommittee (and the larger steering committee) hosted six bimonthly Twitter chats (detailed above).
- Assigning Value blog: The subcommittee sought to engage members and non-members in appraisal issues by creating a new series on the blog for short contributions, "Repository Updates." Four of these were posted on the blog (detailed above). Section intern Kira Baker contributed content to the blog in the form of an interview with Paul Eisloeffel about audiovisual appraisal, and posted regular Twitter chat recaps (including creating Storify's of the chats).

- **Bibliography Project:** Subcommittee members Heather Soyka, Lily Troia, and Bethany Anderson began exploring the creation of a bibliography on acquisition and appraisal in November 2016. The steering committee discussed several possible platforms for the bibliography, including Zotero, Hypothes.is, and PBWorks. Council Liaison Courtney Chartier checked with Felicia Owens and Matt Black to find out if any particular platform was preferred and recommended by SAA. While one platform wasn't preferred, the steering committee decided to explore Zotero given its features such as subject tagging and the ability to create an open resource that would let members add to the bibliography. Anderson, Soyka, and Troia created an initial list of publications and categories under which they would fall (which would later be used for subject tagging). Following feedback from the steering committee, these items were added to the bibliography. Since the steering committee also saw this as an opportunity to not only develop a useful resource, but also to engage members, the group created guidelines for using and adding to the bibliography, in the hopes for building a richer resource over time. Steering committee members Marcella Huggard and Julie May tested out the guidelines by adding items to the bibliography. In early July 2017, Anderson, Soyka, and Troia emailed several archival educators who teach appraisal courses for feedback on the resource, which was incorporated into the bibliography before it was officially announced to members. The bibliography can be found here: https://www.zotero.org/groups/1019246/saa_acquisitions_appraisal_section_bibliography. The Best Practices Subcommittee offered to develop a plan for continuing development of the bibliography and encouraging members and nonmembers to add more resources.
- **Bylaws Revision:** The section's proposed bylaws revisions were formally approved by SAA Council and section chair Bethany Anderson was notified on September 20, 2016, and web liaison Denise Rayman updated the bylaws on section's microsite. Since revising the bylaws (which were transitioned to "standing rules" as part of SAA's decision to standardize bylaws across sections), the steering committee discussed the role of interns on the steering committee, in light of concerns expressed on the SAA Leader List about the role of interns on committees. The steering committee felt it was important to ensure the steering committee created an inclusive space for interns that adopted a mentorship model, and also considered having a representative from SNAP on the committee. Before proposing new changes to the bylaws, the steering committee decided to see how the standardization of bylaws would affect the section. Following the transition to standing rules, the steering committee realized that revisions would need to be made and voted on in the 2018 elections.

Collaboration with other groups: Identified as a priority in the last annual report, the steering committee explored ways of intentionally and effectively collaborating with other sections in 2016-2017. This came in the form of joint Twitter chats (such as with the Records Management Section and College and University Archives Section), and a joint section program at the SAA 2017 Annual Meeting with the Privacy and Confidentiality Section. The steering committee reached out to the P&C Section to collaborate especially in response to feedback from members in a membership survey deployed in 2016, in which members identified the P&C Section as one that they would like to see the Acquisitions and Appraisal Section engage in collaboration with.

Engage Membership: The section continued its work to engage and communicate more effectively with members. Through the initiatives noted above, the steering committee provided forums for discussing issues acquisition and appraisal issues (such as through the Twitter chats). In the last annual report, the number of section members was 379; as of August 27, 2017, the number of members had increased to 1,036.

Funding Request: Chair Bethany Anderson and Vice Chair Cliff Hight (along with Jeremy Brett, chair of the Privacy and Confidentiality Section) submitted a funding request to SAA to cover travel and

attendance expenses for Dalila Mujagic of WITNESS, who was one of the presenters at our joint meeting. The request was generously funded by SAA.

Ongoing

Social Media Subcommittee: The subcommittee will continue its efforts to regularly engage with the Section membership using social media channels, including the continuation of Third Thursday Twitter chats. Interviews and articles will continue to be posted on the Assigning Value blog, and the subcommittee will continue to discuss soliciting longer contributions as well as continuing calls for shorter repository updates from members and nonmembers.

Best Practices Subcommittee: The subcommittee is continuing its work related to the collection development policy survey, and pursuing opportunities to gather feedback and responses to the collection development policy survey report and data in order to guide acquisition and appraisal practice among SAA members and nonmembers in the field.

Standing Rules Revision: As noted under completed projects, the steering committee will continue discussing the development of an inclusive model for involving students and new professionals in the steering committee.

Section Website: Web liaison Denise Rayman was reappointed as web liaison, and will continue to regularly update and post steering committee meeting minutes, news items, and reports and links new resources.

New

Formalize/Add More Subcommittees: The steering committee will explore developing and managing ongoing projects and initiative through its current subcommittees as well as potentially through the creation of additional subcommittees. The steering committee will reach out to Matt Black to find out if we can set up separate pages for subcommittees on the section microsite. Reorganize and clean up microsite: The steering committee will reevaluate the organization of content on the section's microsite and propose changes.

Intern: Katherine Isham was appointed section intern for 2017-18; she will collaborate with the steering committee on various initiatives and social media engagement.

Social Media Subcommittee: Subcommittee members include Lily, Kira, and Katherine. The subcommittee will consider putting out a call for additional members, but will have some guidelines for the subcommittee in place (and Kira Baker will also draft guidelines for the intern position). Aiming to have the next Third Thursday Twitter chat in October; the subcommittee will also consider having chats every few months instead of bimonthly.

Best Practices Subcommittee: Subcommittee co-chairs include Julie May (senior co-chair) and Patricia Galloway (junior co-chair). Laura Whitaker and Rachel Rosenfeld will continue on as subcommittee members. Julie will reach out to other individuals who have expressed interest in volunteering for the subcommittee (including at the annual meeting), aiming to have at least 8 subcommittee members. It will also discuss ways to continue to grow the Zotero bibliography into a more robust resource over time, as well as furthering the collection development policy work, such as through collecting testimonies from members regarding making collection development policies transparent and growing additional resources for those struggling to create or revise outdated collection development policies.

Identify new members and involve them: The steering committee will look into how we can make people feel like they are getting some sort of value from being involved in the section. How do we identify new

members and welcome them? The steering committee will investigate ways of reaching out to people more often and making them feel part of the section's community.

Questions/concerns for Council attention: Pending standing rules revisions as noted above regarding involvement of students and new professionals and the intern position.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Acquisitions and Appraisal Section furthered discussions that advocate the importance of acquisition and appraisal in the preservation and stewardship of records and papers. The section continued its work to create a forum for archivists to talk about various facets of acquisition and appraisal, such as through its Third Thursday Twitter chats. It also sought to evaluate the extent to which repositories have formalized collection development policies and the barriers repositories face in creating and maintaining such policies. A goal of the latter project is to ultimately create resources that will better enable archivists to develop and implement collection development policies in order to articulate a repository's documentation policy to stakeholders.

Goal 2: Enhancing Professional Growth

Building on the section's resources available on its microsite (such as its page on abandoned property laws, list of appraisers, etc), the section recently created a Zotero bibliography for acquisition and appraisal (<https://www2.archivists.org/groups/acquisitions-appraisal-section/bibliography>), which it launched in July 2017. This shared resource is intended to support archivists and other information professionals conducting research on appraisal, those interested in learning more about specific appraisal theories, and anyone looking for case studies about implementing appraisal and acquisitions strategies in specific contexts. While the steering committee has already added approximately 100 resources to the bibliography, it is encouraging members to add to the resource and make it a richer resource over time.

Goal 3: Advancing the Field

Through its Best Practices Subcommittee, the section has pursued projects that aid individual members in tasks associated with acquisitions and appraisal. Its recent survey on collection development policies is part of a larger project to review the landscape of existing policies in order to meet member and nonmember needs for more resources to assist them in developing and writing their own institution's policies. By collecting data and examples of collection development policies, one hope is to prevent institutions from reinventing the wheel as they develop their own collection development policies. This project is important to the work acquisition and appraisal, and thus to a repository's overall function. The report for this survey is available here:

https://www2.archivists.org/sites/all/files/aasection_collection_development_policy_2016survey.pdf. As noted in response to Goal 2, the section has further sought to encourage enhance professional knowledge through the creation of a bibliography on appraisal and acquisition.

Goal 4: Meeting Members Needs

Through guest post opportunities on its blog (i.e., repository updates), the section has sought to advance professional knowledge sharing and to meet member needs by encouraging members to share examples of recent acquisition, deaccessioning, and appraisal approaches employed in different types of repositories. The section's Third Thursday Twitter chats have provided members one opportunity to engage in discussion about the acquisition and appraisal of new and emerging formats of material, the ways in which appraisal concerns are brought to bear on such activities as records management and the acquisition of faculty papers in academic repositories. The section has put out calls for member contributions and has shared guest posts and recaps of Twitter chats from its blog.

ANNUAL MEETING

Number of Attendees: 52

Summary of Meeting Activities: The Acquisitions and Appraisal Section provided attendees with an overview of the section's activities and projects during the business portion of the meeting, including highlighting the Twitter chats, bibliography project, and the collection development policy survey and report. For the program portion of the meeting, the section hosted a joint program with the Privacy and Confidentiality Section in order to explore a topic in which issues of privacy and confidentiality are brought to bear on the acquisition and appraisal of archival material. The program featured Dalila Mujagic from WITNESS (www.witness.org), who discussed challenges for protecting the privacy of endangered communities while collecting video documentation depicting human rights violations, and Rachel Mattson from XFR Collective (www.xfrcollective.wordpress.com), who presented on appraisal and privacy issues as they emerge in the context of a) low-budget community-based archival initiatives (such as the XFR Collective) and b) police-worn body camera footage.

QUESTIONS FOR COUNCIL

Pending standing rules revisions as noted previously regarding involvement of students and new professionals and the intern position.

Architectural/Design Records Section

Council Liaison: Courtney Chartier

Report Submitter: Aliza Leventhal

ACTIVITIES

Completed

The Steering Committee has continued to support and, as necessary, help steer the CAD/BIM Task Force's work to research, innovate, and publish solutions for preserving born-digital design records. As part of this, the discussion around adjusting the scope of the section's focus from architectural to broader design records ended in the proposed alteration to the section's guidelines. This alteration was voted on by members in the 2017 ballot.

The CAD/BIM Taskforce followed up on the 2016 survey around born-digital design software and files to collect qualitative data about the experience archivists have had with the digital materials in their collections thus far. The results of those 13 interviews were shared at SAA's research forum.

Ongoing

Under guidance from the CAD/BIM Taskforce, the Section continues to dedicate resources to addressing digital design records issues. In the coming year, the Section will continue to support CAD/BIM Taskforce strategic priorities:

- Create a shared resource, such as a glossary, that will cover commonly encountered digital design file formats and software.
- Keeping a pulse on collections of digital design software and files.

New

- Developed a comprehensive software glossary for CAD/BIM preservation.
- Address FAQ topics to lower the barrier to engagement with digital design records.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

1.2 Educate and influence decision makers about the importance of archives and archivists. We would like to collaborate more with record creators to create standards for the digital files they create, specifically standards for preservation worthy files for deposit in archives.

Goal 2: Enhancing Professional Growth

Continue to cultivate partnerships with key SAA sections and allied organizations. Seek out and plan professional development opportunities for section members

Goal 3: Advancing the Field

Promote research and publications by section members with extensive subject expertise. Establish alliances with design records partners outside of SAA (includes: Software Preservation Network, Society of Architectural Historians, American Institute of Architects (AIA), Committee for the Preservation of Architectural Records (COPAR), the Architecture Section of the Art Library Society of North America (ARLIS), Association of Architecture School Librarians (AASL), and the International Confederation of Architectural Museums (ICAM).

Goal 4: Meeting Members Needs

The Section continues to examine the potential for a workshop between archivists and architects/record creators for 2018, specifically to further foster a collaborative working relationship to preserve these records and to train archivists on how to utilize the design software used to create these records.

ANNUAL MEETING

Number of Attendees: 75

Summary of Meeting Activities: Following updates from Council Liaison Courtney Chartier, the Architectural Records Section hosted a series of presentations from section members Tricia Gilson, James Hanks, Elizabeth Muller, Nicole Greenleaf, and Adria Seccareccia. Co-Chair Aliza Leventhal shared an update from the CAD/BIM Taskforce, including a new software glossary and takeaways from a survey of practitioners. Eric Witter of Princeton shared his research outcomes following a survey of document management and records retention practices used by facilities staff at 13 American universities. Joanna Groberg spoke with the Section about organizing a hands-on CAD workshop to coincide with SAA in 2018.

QUESTIONS FOR COUNCIL

Does the SAA Foundation have opportunities for Sections to seek funding to support its members?

Archival Educators Section

Council Liaison: Amy Cooper Cary

Report Submitter: Donald Force

ACTIVITIES

Completed

The AES did not conduct any projects in 2016-2017.

Ongoing

The AES looks to evaluate the role of student involvement in SAA and their student chapters.

New

The AES did not undertake any new projects in 2016-2017.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The AES continues to promote awareness about educational needs and expectations of current and future archivists. During our last meeting, we sought input from current students about their involvement in their SAA Chapters and how these organizations contribute to their overall aspirations to the profession.

Goal 2: Enhancing Professional Growth

The AES serves as an exchange point for archival educators to improve and develop their educational modes and practices with Deliver information and education via methods that are accessible, affordable, and keep pace with technological change.

Goal 3: Advancing the Field

This year's AES section meeting was devoted to the future of the profession -- student involvement in SAA Chapters. The section looks forward to further exploring this matter to assess how SAA may strengthen its relationship to these organizations and the young professionals in them.

Goal 4: Meeting Members Needs

Continues to hold regular session at the SAA annual conference for members to attend. The listserv is also available for members to communicate archival education-related questions and needs.

ANNUAL MEETING

Number of Attendees: 29

Summary of Meeting Activities: At this year's SAA AES meeting, Marty Olliff provide an update about the Graduate Archival Education Subcommittee. He was followed by Julie Graham who made some brief announcements regarding the ethics section. The heart of the meeting was a panel discussion that explored student and faculty involvement in SAA student chapters. One of the highlights of session was a discussion about whether a faculty advisor should fight on behalf of a student organization's first amendment rights.

Archival History Section

Council Liaison: Erin Lawrimore

Report Submitter: Eric Stoykovich

ACTIVITIES

Completed

- AHS's Bibliography of Archival History (new titles compiled and edited by the Steering Committee) and updated as of end of July 2017: <http://www2.archivists.org/groups/archival-history-roundtable/bibliography-of-archival-history-now-available>
- AHS's Readers' Guide on Russian/Soviet Archives
- Explored the possibility of creating a presence on Academia.edu, ResearchGate, and Mendeley, but Steering Committee decided by spring 2017 not to pursue these at-cost options for making archival history more known among the wider academic community.
- Chair (Eric Stoykovich) represented AHS at D.C. Archives Fair (October 5, 2016), held at Smithsonian Institution, National Museum of American History.
- October 3, 2016: the AHS steering committee voted to designate the Vice Chair/Chair-Elect (Kelly Kolar) as the AHS representative to Information and Culture: A Journal of History, to serve the remainder of a one-year term until the end of the AHS section meeting at the SAA Annual Meeting in August 2017.
- June 2017: Ballot Referendum was passed by members. The Revision to Standing Rules reads: "The Vice-Chair/Chair-Elect will serve a coterminous one-year term as the representative of the Archival History Section on the Advisory Board of the journal Information and Culture: A Journal of History."
- Incoming Vice Chair/Chair-Elect Alexander Poole will serve as representative on the Editorial Board of Information and Culture, from July 27, 2017, to August 15, 2018.
- Updated spreadsheet entitled "Opportunities for Cooperation," set up on October 28, 2016, to identify areas where SAA groups could work together. While not an official document, the spreadsheet could be useful to AHS. Vice-Chair added to the spreadsheet, particularly with the hopes of attracting interest in the AHS newsletter from the Business Archives Section and contributions to the AHS bibliography from the International Archival Affairs Section.
- Retrieved 13 of the 14 known print issues of the Archival History Roundtable newsletter (1987-2000) from the SAA archives, at the University of Wisconsin-Milwaukee archives, which provided digital scans. Chair redacted addresses and watermarked these PDF copies, and uploaded them to the SAA-AHS microsite.
- February 2017: Wrote a FY18 Request for Funding from SAA Council, to support a "Best Archival History Article." May 2017: SAA Council turned down the proposal to create a separate Archival History Award, but encouraged the AHS to either re-write the Leland Award to include archival history articles or starting a section-endorsed award. June 2017: Steering Committee pursued the possibility of creating a section award, but development of award was tabled until new leadership could work further on the details.
- January 2017: Discovered the website where AHRT annual reports from 2003-2010 can be accessed.

Ongoing

- Contacted the Research Division of the American Historical Association, which is charged with furthering "the history profession's relationship with archivists and librarians, repositories and archives, and various agencies of government on matters pertaining to scholarly research." (<https://www.historians.org/about-aha-and-membership/governance/divisions/research>) In December 2016, a Vice-President of the Research Division of the American Historical Association, Dr. Edmund Russell, replied via email that "collaboration" between the AHA and SAA "would be appropriate and valuable. The Research Division of AHA writes letters, and AHA Council issues public statements, in favor of preserving historical records and making them accessible. It is important that historians and archivists, who have shared interests, work together. It is good to know whom to contact at SAA when issues arise."

- Printed and distributed first ever print edition of the Archival History Section's "Bibliography of American Archival History" to attendees of D.C. Archives Fair. Added entries and published expanded version of AHS's Bibliography of Archival History on the SAA microsite (July 2017).
- Revised "Select History of the World's Archives, 1588-1898" bibliography. 2017 Update: Over 30 new bibliographic entries (including titles from Italy, Croatia, Sweden, Belgium, and Russia) were added, though work on other geographic areas will require further development before distribution to AHS members and the public.
- December 2016: Received Final Report of the Archival History Section Publication Working Group (led by Dr. Robert Riter), which disbanded after much appreciated work. In January 2017, the Steering Committee proposed and approved "that the Archival History Section move forward with the creation of an Archival History Newsletter" and selected WordPress "as the main platform for Archival History Newsletter." Opened call for volunteer editors in March 2017.
- In May 2017, the Steering Committee announced that the Section's newsletter will soon be revived, under the title Archival History News. Eric Stoykovich and Adam Mosseri volunteered to serve as co-editors of Archival History News, beginning May 2017, with their term ending August 12, 2018 (with the possibility of a year-long extension as approved by the AHS steering committee).

June 2017: Co-editors developed & publicized "Author Submission Guidelines."

July 2017: Outgoing and Incoming Chairs agreed that the AHN co-editors should produce a report for the Steering Committee every two months. The report will explain how many external submissions have been received, how many are approved for publication, how many internally-written (written by co-editors and intern) are ready for publication, and what efforts are being done to spur readership.

- January 2017: SAA Intern proposed and submitted to SAA Council. June 2017: SAA Internship filled by Rebecca Leung, who will assist with Archival History News implementation and editorial support. Rebecca will serve until August 2018.
- Maintenance of Twitter account (<https://twitter.com/archivalhistory>): 122 Tweets, 71 Following, and 280 Followers since April 2015. March 2017: Interacted with history interest groups attached to IMLS and ALA.
- Researched the 30-year history of the Archival History Roundtable, 1986-2016 in three ways: (1) Assembling list of past chairs and their dates of service – still in progress; (2) Distributed a questionnaire to the still-living former AHRT chairs – received 3 answers out of 14 individuals contacted; (3) Made digitally accessible copies of older print version of AHRT newsletters. The first printed issue (dated February 1987) has been located by former AHRT co-chair, Gregory Bradsher, but a digital copy has not yet been received from the UWM archives.

New

- With help from SAA intern, survey the members of other SAA sections for their awareness and interest in contributing to or reading Archival History News.
- Create a section-endorsed "Best Archival History Article."
- Explore the possibility of posting lists of currently offered college-level or graduate courses, or possibly syllabi, devoted mainly to the history of archives.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

- Contacted the Research Division of the American Historical Association.

- Ballot Referendum was passed by members. The Revision to Standing Rules reads: "The Vice-Chair/Chair-Elect will serve a coterminous one-year term as the representative of the Archival History Section on the Advisory Board of the journal Information and Culture: A Journal of History."

Goal 2: Enhancing Professional Growth

- Maintenance of Twitter account (<https://twitter.com/archivalhistory>).
- Wrote a FY18 Request for Funding from SAA Council, to support a "Best Archival History Article."

Goal 3: Advancing the Field

- Printed and distributed first ever print edition of the Archival History Section's "Bibliography of American Archival History" to attendees of D.C. Archives Fair.
- Researched the 30-year history of the Archival History Roundtable, 1986-2016 in three ways, including by retrieving the known print issues of the Archival History Roundtable newsletter (1987-2000) from the SAA archives, at the University of Wisconsin-Milwaukee archives.

Goal 4: Meeting Members Needs

- In May 2017, the Steering Committee announced that the Section's newsletter will soon be revived, under the title Archival History News. Eric Stoykovich and Adam Mosseri volunteered to serve as co-editors of Archival History News, beginning May 2017, with their term ending August 12, 2018.
- Updated spreadsheet entitled "Opportunities for Cooperation," set up on October 28, 2016.

ANNUAL MEETING

Number of Attendees: 52 signed in

Summary of Meeting Activities:

- Welcome and introductions (~5 min.)
- Presentations and panel discussion (~80 min.) on the history of Russian and Ukrainian archives, including presentations by Dr. Kelly Kolar and Dr. Volodymyr Chumachenko (Kansas State University), moderator Dr. Leah Goldman (Reed College)
- Announcements from Council, Erin Lawrimore (Council Rep.)
- Closing

QUESTIONS FOR COUNCIL

At least one member of the current Steering Committee wishes that "SAA would give more of a nod to history in their announcements for the annual meeting and call for proposals. The language often seems to be couched in looking to and imagining the future – something that is difficult if we don't know our past."

Archives Management Section

Council Liaison: Audra Yun

Report Submitter: Jelain Chubb

ACTIVITIES

Completed

Annual Section Meeting. Election, Survey of members: We surveyed members of the Archives

Management Section asking what they wanted the leadership to focus on in the coming year. Out of 1000 members, 230 voted; only about 60 people attended the meeting {only 46 signed the attendance roster}. We asked two questions: What do you value the most as a member of the section, and what do you want would you like from the section in the future?

According to the survey, members of AMS value most: (1) Practical advice on managing people and programs, and (2) Tips and skills for developing into a good supervisor.

Members of AMS would like from AMS in the future: (1) Programs for projects and administrative experience, with support, finance and budget exercises; (2) Personnel and resource management; (3) Workflow and process product management; (4) Webinar where experienced managers provide guidance about what has worked for them and give suggestions about growing as a manager; (5) Learn how to be a good mentor; (6) Learn how to be a good manager; (7) Learn how to become a manager; (8) Webinars; (9) Better use of the listserv for discussion of topics; (10) Contested elections (which means people need to volunteer to run for office in elections!).

Ongoing

Development of web microsite to be a resource for people to consult when they want to learn about a management topic. We think that this is a great opportunity to create a place for people to come for information or to turn to and quote from when they need an appropriate turn of phrase. The goal is to build our section's resources by collecting and adding resources to the page, either via links or by adding contributed PDFs.

New

Work with SAA to develop workshops on archival management topics. Submit section session proposal for 2018 annual meeting on management topics for new and aspiring managers. When asked for future initiatives for the Steering Committee to explore, Archives Management members focused on the idea of senior managers mentoring junior managers.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Members discussed findings of the Women's Archives Section (WArS/SAA) 2017 Salary Survey.

Goal 2: Enhancing Professional Growth

When asked for future initiatives for the Steering Committee to explore, Archives Management members focused on the idea of senior managers mentoring junior managers.

From the leadership side of the table, incoming chair Nancy Lenoil said that she would like the Steering Committee to develop resources for general AMS enhancement, including: Book and article titles, to be posted on the website; Webinars; Identifying people who can be a resource for other managers; and Engaging the Listserv.

Goal 3: Advancing the Field

Members discussed how to use the Report on the Development of Standardized Statistical Measures for Public Services in Archival Repositories and Special Collections Libraries.

Goal 4: Meeting Members Needs

Survey asking what the Archives Management Section wanted the leadership to focus on in the coming year. Out of 1000 members, 230 voted; only about 60 people attended the meeting {only 46 signed the

attendance roster}. We asked two questions: What do you value the most as a member of the section, and what do you want would you like from the section in the future?

ANNUAL MEETING

Number of Attendees: 60 people attended the meeting {only 46 signed the attendance roster}

Summary of Meeting Activities:

- Welcome and introduction of Steering Committee
- Introduction of Section Intern Jane Thaler and discussion of duties
- Approve minutes of the last meeting
- Presentation and discussion on the Report on the Development of Standardized Statistical Measures for Public Services in Archival Repositories and Special Collections Libraries
- Discussion of the WArS/SAA 2017 Salary Survey
- Discussion of the recent survey to identify what members want from the Archives Management Section
- Discussion of potential future initiatives by the AM Section
- Introduction of new officers and steering committee members

Archivists and Archives of Color Section

Council Liaison: Bergis Jules

Report Submitter: Harrison W. Inefuku

ACTIVITIES

Completed

Transition from Roundtable to Section

AAC's transition from a roundtable to section occurred nearly seamlessly. AAC Webmaster Sonia Yaco updated AAC's microsite's text to reflect the change and updates links to point to the new URLs.

Harold T. Pinkett Minority Student Award

The Pinkett Award subcommittee publicized the award to library, archives and history organizations and graduate archival studies programs. The committee received 14 applications this year, double the number received last year. NaVosha Copeland and Chido Muchemwa were selected as this year's Pinkett Award recipients.

Brenda S. Banks Travel Award Proposal

In memory of Brenda S. Banks and in recognition of her commitment to diversity and archival education, Harrison W. Inefuku submitted a proposal to Council to establish the Brenda S. Banks Travel Award on behalf of AAC. Council and the Foundation Board approved the proposal in May 2017. The award will provide an individual of color employed in an archives with support to attend their first SAA Annual Meeting and a complimentary one-year membership to SAA.

To date, the blog has received 4,431 page views from 2,454 visitors in 40 countries.

Archiving and Archives in Color Newsletter

Newsletter Editor Anita Mechler published four issues this year, which were praised for their design. The

newsletter featured highlights from the Archiving in Color blog, member news, institutional news and updates, and professional opportunities.

Archiving in Color

To celebrate AAC's 30th anniversary, the section launched Archiving in Color, a blog that highlights archivists of color and the contributions they've made to SAA and the profession. In its first year, 10 archivists were featured: Brenda Banks, Danna Bell, Jamal Booker, Rebecca Hankins, Karen Li-Lun Hwang, Athena Jackson, Wilda D. Logan, Deborra Richardson, Deborah Saito, and Helen Wong Smith.

Regional Meet-up Activities

Omaha, NE: Rachel Seale hosted a meet-up in conjunction with the 2017 Midwest Archives Conference Annual Meeting at Flavors Indian Cuisine Restaurant.

Portland, OR: Angel Diaz organized a meet-up in conjunction with the SAA Annual Meeting at the Yard House. The meet-up was well-attended and co-sponsored by LACCHA.

Membership Directory

The Section published an updated membership directory. This edition collection information about members' race/ethnicity, geographic location, professional memberships, and areas of professional interest and expertise to facilitate networking, mentorship, recruitment and collaboration between members.

Annual Business Meeting

The annual business meeting, held on-site at the Oregon Convention Center, was followed by a panel of past and present chairs of AAC who led an audience discussion on the past, present and future of the section and the continuing need to advocate for our membership, diversity, inclusion, and social justice. Cake was also served.

Ongoing

Archiving in Color, Regional Meet-ups

New

Deepen engagement with students and new professionals

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

1.1. Provide leadership in promoting the value of archives and archivists to institutions, communities, and society. The Archiving in Color blog highlights the contributions archivists of color have made the SAA, the profession, and their institutions.

1.3. Provide leadership in ensuring the completeness, diversity, and accessibility of the historical record. Ensuring diversity in the historical record is central to AAC's mission, and is supported through our newsletter's institutional profiles and listserv postings.

Goal 2: Enhancing Professional Growth

2.1. Provide content, via education and publications, that reflects the latest thinking and best practices in the field.

2.2. Deliver information and education via methods that are accessible, affordable, and keep pace with technological change. The section's quarterly newsletter highlights member activities, institution news and profiles, and professional opportunities. The section's uses Twitter and Facebook to share news and stories of interest to the membership.

2.3. Support the career development of members to assist them in achieving their goals. The section promotes professional opportunities through its newsletter, listserv, Twitter and Facebook. The updated Membership Directory is designed to facilitate mentorship, recruitment and collaboration among members.

Goal 3: Advancing the Field

3.1. Identify the need for new standards, guidelines, and best practices and lead or participate in their development. Section membership continues to advocate for diversity, inclusion and social justice in the archival profession. The Section fully supports ongoing efforts to provide cultural competency training opportunities to SAA membership. Section members serving on the Midwest Archives Conference committee successfully advocated for Helen Wong Smith to host a cultural competency workshop at the MAC Annual Meeting in Omaha, Nebraska.

Goal 4: Meeting Members Needs

4.1. Facilitate effective communication with and among members. The updated Membership Directory is designed to facilitate mentorship, recruitment and collaboration among members. The section maintains an active Twitter and Facebook presence and has launched a LinkedIn group.

4.2. Create opportunities for members to participate fully in the association.

4.3. Continue to enrich the association and the profession with greater diversity in membership and expanded leadership opportunities. AAC now sponsors two awards (Harold T. Pinkett Minority Student Award and Brenda S. Banks Travel Award) that provide students and first-time annual meeting attendees and opportunity to experience the educational and networking opportunities provided by the annual meeting and engage in the organization through a complimentary one-year membership. Both awards target members of underrepresented racial and ethnic groups.

ANNUAL MEETING

Number of Attendees: 100

Summary of Meeting Activities: Welcome from Harrison W. Inefuku, Senior Chair, who thanked AAC leadership for their service and provided overview of 2016–2017 activities. Angel Diaz, incoming Senior Chair, introduced newly elected officers and shared plans for 2017–2018. The meeting was adjourned and followed by a panel with Steven D. Booth, Angel Diaz, Petrina Jackson, and Wilda D. Logan titled, "Archiving in Color: Reflections on the History and Future of the Archivists and Archives of Color Section." A 30th Anniversary cake was served at the conclusion of the panel and "Archivists and Archives of Color: 30 Years Strong" badge ribbons, ordered by Aisha Haykal, were handed out to members.

Archivists of Religious Collections Section

Council Liaison: Courtney Chartier

Report Submitter: Janet Hauck, Chair, and Denise Gallo, Immediate Past Chair

ACTIVITIES

Completed

In planning the program for the ACRS session at SAA, we continued in the vein of last year's program,

including speakers and topics that go beyond traditional presentations. We have been highlighting in particular how religious archives can facilitate research for students and scholars. We have also made strides in including statistical reports on the uses of religious archives, having heard from Ithaka S&R on their recent reports. The goal is ensure that religious archives are perceived as more relevant than ever.

Ongoing

Ongoing projects include more robust use of our Listserv to communicate throughout the year. Also we encourage submissions for our newsletter Archival Spirit, a mode to convey Section members' successes and projects.

New

ARCS will continue the ongoing open discussion of scholarship in religious archives, and the forms it takes in various types of religious archives, whether in academic institutions or in churches/religious orders. There may also be investigation and possible facilitate of digitization efforts in religious archives.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

We continue through our newsletter Archival Spirit to encourage section members to seek ways to make their collections more visible. We also assist as possible religious archives as they face the challenges of digitization and in many cases closure. As possible, we encourage our members to share their talents and experiences with the greater SAA community.

Goal 2: Enhancing Professional Growth

Members routinely employ our Listserv to see the advice and experiences of other religious archivists. Through mentoring, we are able to point less experienced members to resources and experts.

Goal 3: Advancing the Field

At SAA, we actively ensure that positions in religious archives are advertised. We also encourage those just entering the field consider this branch of the profession. This enables them to gain needed experience and also benefits religious archives by getting the most recently trained in the field.

Goal 4: Meeting Members Needs

The Steering Committee actively takes the pulse of the profession as a whole and makes sure to share information relevant both to the entire profession and to religious archivists specifically via the Newsletter and Listserv.

ANNUAL MEETING

Number of Attendees: 50

Summary of Meeting Activities: The Archivists of Religious Collections Section (ARCS) offered a robust panel presentation at their 2017 SAA section meeting. Four panelists addressed the concept of social history ("history with the people put back in" – Fulbrook, 2005) as it is effectively researched in religious collections. Panelists were Danielle Cooper (Analyst, Libraries and Scholarly Communication, Ithaka S&R) Emily Clark (Assistant Professor of Religious Studies, Gonzaga University) Rebecca Hankins (Africana Resources Librarian/Curator, Texas A & M), and Janet Hauck (University Archivist, Whitworth University). The ARCS business meeting followed, and then a sub-set of members adjourned to a nearby restaurant for an informal lunch and discussion of timely topics.

QUESTIONS FOR COUNCIL

The ARCS Chair, Janet Hauck, would like to pursue the timely topic of the nature of scholarship in religious archives, especially regarding the notable differences in access to records (or lack thereof) in academic religious archives vs. church/religious order archives. In particular, Janet would like to assist archives in negotiating and formulating access policies in religious archives where there is an ethos of closed access. Janet would like to submit a budget request to conduct activity around this topic; possibly to travel to several representative archives or convene some type of meeting. What finances might be available for such activity? Thank you!

Business Archives Section

Council Liaison: Steven Booth

Report Submitter: Jamie Martin

ACTIVITIES

Completed

We partnered with the SNAP Section on a business archives focused Twitter chat. We also completed the pilot year of our first Mentor program. Finally, we had a successful Business Archives Colloquium in Portland, with more than 100 people in attendance.

Ongoing

In Fall of 2016, we implemented a Mentor program designed to pair new business archivists with a more experienced mentor. As of September 1, 2017, we now have more than 70 people, and 37 "pairings" in this successful program. We will also plan on having another Business Archives Colloquium in D.C. in 2018. Finally, we continue to add rich content to our various social media platforms, including Facebook, Linked In and Twitter, in addition to adding to our microsite.

New

We elected a new position, Education Chair, to focus on the educational needs of our members, and act as a liaison to students and new professionals. Based on last spring's Twitter chat with the SNAP Section, we are creating new avenues to work with this Section, including writing guest blog articles about job hunting, classes to take to get into business archives, and "Ask a Business Archivist." We also have a BAS intern this year, who will help us update our Directory of Business Archives.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

We maintain an active and robust Advocacy toolkit on our BAS microsite. We are looking for ways to increase our partnership with the SNAP Section in order to better promote the importance of Business Archives to students and new members.

Goal 2: Enhancing Professional Growth

We continue to offer a popular Business Archives Colloquium which regularly attracts more than 100 people each year. Many of our members state that the Colloquium is their #1 reason for attending SAA.

Goal 3: Advancing the Field

We had several BAS members present at the Portland SAA on a variety of topics, including Gamification,

working with Affinity groups, working with internal collections, and achieving a work life balance. Business Archivists have been on the candidate slate at SAA to serve in a variety of roles, but at this time, have not been elected.

Goal 4: Meeting Members Needs

We meet our members' needs through a variety of methods: (1) Our annual BAS Colloquium. The 2017 topic focused on media training, how archives can work with marketers within our organizations, and collaborations between archives and product developers. (2) The creation of our successful BAS Mentor program. We have identified a strong need for specialized education within our Section-- new business archivists are able to learn from veterans about our unique challenges (3) Continuing to provide rich content on our social media platforms, including job postings (4) Setting the update of our BAS Directory as a priority for 2018

ANNUAL MEETING

Number of Attendees: 90-100

Summary of Meeting Activities: <https://www2.archivists.org/groups/business-archives-section/2017-bas-annual-business-meeting>

Link to Meeting Minutes: <https://www2.archivists.org/sites/all/files/BAS-Annual-Business-Meeting-Minutes-2017-07-28.pdf>

QUESTIONS FOR COUNCIL

We would like to expand the educational offerings at SAA to include topics of interest to, and pertinent to, business archivists. Webinars (which can be more specialized) might be a good venue. In general, we are concerned about inclusion within the broader SAA, and making sure that we as business archivists are represented - both in leadership roles, and within conference/educational opportunities. There are many opportunities for all archivists to learn from each other, no matter the repository or specialized focus.

Collection Management Tools Section

Council Liaison: Audra Yun

Report Submitter: Stephanie Bennett & Jasmine Jones

ACTIVITIES

Completed

Documentation Portal

The CMTS steering committee continued calls for community submission to the documentation portal. Two new manuals were received, and the portal is now comprised of thirty-two documents are now available for a range of collection management tools. The Documentation Portal Subgroup of the CMTS assessed where gaps existed in the documentation portal – from system to topics represented. Based on this assessment, the subgroup widened the scope of the portal to include documentation to manage collection management tools but also related to the implementation, support, comparison, analyses, and integration of tools. The subgroup also agreed to make accept documentation in a wider range of formats, including links to external Libguides, websites and blogs. The Documentation Portal Subgroup developed

guidelines for managing documentation for the CMTS Documentation Portal for the long-term sustainability of the portal by CMT Section.

Member Survey

The CMTS steering committee conducted a member survey to identify the needs of collection management tool users and CMTS members. A goal of the survey was to seek input as to collection management tool users' interests and roadblocks, in order to better develop CMTS programming for CMTS members.

Ongoing

The CMTS steering committee proposed the convening of a CMT networking subgroup to determine ways to bring CMTS members together to connect in peer-to-peer exchanges and collaboration. The steering committee developed a proposed scope of the subgroup for future planning and implementation. During the CMTS meeting at SAA 2017, the steering committee held break-out groups and speed networking activities as a way to pilot some networking ideas.

New

Documentation Portal and Repository Profiles: Now that we have expanded the scope of the Portal, we will solicit documentation for all aspects of the portal and continue to support its long-term preservation and use. The Repository Profiles would benefit from revisiting and redefining, as we did with the Portal last year, and may be rolled into the next large project that we're undertaking (see below).

Member networking: We will work on developing a directory that members can use to find folks working with similar tools to their own. It will be modeled on the Archivists and Archives of Color Section's amazing directory, although will likely be in a less sleek form – perhaps even in spreadsheet form rather than a PDF.

Improved frequency and enhanced methods of communication: One comment in the elections form indicated that more frequent communication from CMT's steering committee would be useful. This year we hope to host a CMT-centric or joint Twitter chat.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

CMTS continues to provide support – via shared documentation and programming – to archivists, in order to build their capacity for managing archival materials via use of collection and information management tools.

Goal 2: Enhancing Professional Growth

The CMT documentation portal provides documentation for implementing and managing collection management tools. This portal facilitates information sharing between archivists seeking to establish or improve collection management tools in their institution. The documentation portal is freely available via the CMTS microsite. The CMTS meeting at SAA 2017 was recorded and made available as audio on YouTube.

Goal 3: Advancing the Field

CMTS is committed to enhancing peer-to-peer exchanges and collaboration, in order to facilitate conversations about best practices and shared capacity building. This is represented in the continued implementation of the documentation portal and initial planning for the networking subgroup.

Goal 4: Meeting Members Needs

The activities at the CMTS meeting at SAA 2017 was geared toward facilitating effective communication with and among members. The CMTS member survey asked members to participate in the future development of CMTS programming. By ensuring that their needs are met via programming, the CMTS steering committee is working to build continued investment and value of CMTS and the association.

ANNUAL MEETING

Number of Attendees: approximately 100

Summary of Meeting Activities:

- Audio of the meeting is available here:
<https://www.youtube.com/channel/UCAISSFwTImthRA8EgiMl0mg>.
- ArchivesSpace Update and Q&A, presentation with Christine DiBella
- Archon Update and Q&A, presentation with Rachel Vagts and Cliff Hight
- Large break out group activity: attendees broke out into groups by collection management tool. Questions were provided for discussion within the groups.
- Speed networking activity: attendees were asked to pair up with a person in their tool group to share their experiences with the tool for a set period of time. This occurred for three rotations. Questions were provided as conversation starters.

College and University Archives Section

Council Liaison: Bergis Jules

Report Submitter: Kat Stefko

ACTIVITIES

Completed

The largest project the section worked on this year was the revision of the section's standing rules, previously known as by-laws. Much needed changes were formalized by the steering committee and adopted by the section, bringing the standing rules into compliance with SAA guidelines and more accurately reflecting the work of the steering committee and members' needs. The most significant changes in the revised standing rules are: extending the chair term to a three-year position, with a rotation as chair elect, then chair, and finally immediate past chair; discontinuing the newsletter in place of the Academic Archivist blog (see: <https://academicarchivist.wordpress.com/>) and formalizing the responsibilities of the chair-elect to include oversight of the Campus Case Studies review process. All of these changes help to ensure continuity of section business and improved and streamlined communication with stakeholders.

The steering committee also implemented social media use, in tandem with the blog, and now has an active and growing presence on Twitter (see: <https://twitter.com/AcademArchivist?lang=en>). The steering committee also established a generic gmail account for the Steering Committee to use with social media and the blog accounts, and the Vice Chair established an RSS pipe between the blog and Twitter, so that all new blog posts are immediately published on the section's Twitter feed. The Vice Chair also put out a call for all college and university archives that are using Twitter to contribute to a growing public list of C&U Twitter accounts: <https://twitter.com/AcademArchivist/lists/academic-archives>. Over the last 28 days, our tweets earned 3,600 impressions, an average of 115 per day.

Much was accomplished to establish the Academic Archivist blog as the primary and official news outlet of the Section and as an important resource for section members. An editorial board was established in mid 2016 and then disbanded in early 2017 when it proved unwieldy and participation was minimal (see below for more info). Instead, the section leadership stepped up and committed to serving as ex officio editorial board members, with each member generating at least one blog post throughout the academic year. This arrangement served the dual purpose of fully engaging all steering committees in the success of the blog and it significantly streamlined the blog editor's work; it also resulted in more sustained posting about a broader variety of topics. To compare, in 2016, there were six blog posts, and in 2017, with greater participation from the steering committee, that number jumped to 23. Each month, readership has increased with views surpassing 1,100 in July 2017. To leverage the blog and engage section members in advance of the annual meeting, the blog editor solicited and posted content from panelists who presented/facilitated at the annual meeting (see below), with the posts serving as advanced reading to stimulate participation at the annual meeting.

Ongoing

The section leadership continues to look at ways to provide mentorship opportunities to the community, particular in regard to helping archivists navigate the tenure and promotion system that often accompanies academic archivist positions. The immediate past chair was in contact with SAA's Mentoring Program to consider possible changes to the submission form to better match those who have already received tenure with others seeking advice particularly about this aspect of academic archives work. The online form cannot accommodate the specificity which we require, but we can encourage potential mentors and proteges to specify an interest in the tenure process. To bring attention to this, section members provided two blog posts about the mentoring program (<https://academicarchivist.wordpress.com/category/issue-of-interest/>) and section leadership will continue to look for ways to engage members with this process in the coming year.

One campus case study was received for editorial review by the section leadership this year. The vice chair and a steering committee promptly returned comments to the SAA publications editor. As with the past two case studies, the case study was temporarily lost in the process from there, although it has subsequently been put back on track. Communication and workflow around the campus case studies needs further attention in the coming year, including additional conversations with the SAA publications editor to ensure that there is a transparent, smooth, and expedient path to move these important resources forward.

New

In 2017-2018, we plan to focus our activities around the theme of student workers in academic archives. Our work may include: sharing our institutions' documentation on hiring and training student workers (e.g. sample job descriptions, training manuals) creating bibliographies for orienting students to archival work supporting student workers who are interested in archival careers, and thinking about how archival work can help prepare students for careers outside of archives soliciting Campus Case Studies on projects that have involved student workers, especially with students as co-authors

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The C&U section continues advocate for the profession and for archivists. As mention, section leadership implemented the blog and Twitter accounts to get timely news and relevant content out to members and is working to compile a full index of C&U twitter users. Section leadership also contributed blog posts on

the value of mentoring to encourage greater participation in SAA's mentoring program and continues to advocate for a streamlined Campus Case Study review and publication process.

A number of posts on the Academic Archivist directly relate to this goal as well. These posts provide timely and useful information about: archiving the aftermath of tragedy; implementing a podcast series to promote your archives; documenting administrative changes during times of upheaval in colleges and universities; engaging digital humanists (including faculty and students) with archives through metadata; and organizing writers' camps.

Goal 2: Enhancing Professional Growth

Most significantly, the section leadership fully embraced and promoted the work of academic archivists through the blog and Twitter accounts. Since its launch in mid 2016, there have been 29 posts which relate to a broad variety of academic archival topics.

The steering committee arranged for an interactive and facilitated program about faculty papers at the annual meeting. A group of five panelists briefly presented their research and ideas about faculty papers and then attendees broke into smaller discussion groups to consider the advantages and challenges of having a faculty papers collections policy and program (see section meeting info below for more details). In advance of the meeting, each facilitator provided a blog post on the topic in advance of the section's annual meeting, and several participated in a July Twitter chat about faculty papers that was jointly arranged by the Acquisitions and Appraisal Section and the C&U section. Conference attendees were encouraged multiple times to read the blog posts and participate in the Twitter chat in advance of attending the meeting, and many did so. This "homework" was helpful for laying a solid foundation for the discussion at the annual meeting, for more actively engaging participants, and most importantly, resulted in a series of short and useful articles that collectively present a nuanced look at the current issues surrounding the collection and administration of faculty papers.

Goal 3: Advancing the Field

In addition to the faculty papers workshop discussion at the annual meeting, a number of blog posts have engaged with topics related to best practices and new research relevant to academic archival work. Such posts include a case-study on assessing digital asset management tools; building a video preservation rack for in-house digitization; and an exploration of the challenges and rewards of managing a large archival department.

Goal 4: Meeting Members Needs

Under the editorial direction of the Steering Committee, the blog editor is pursuing an active and aggressive posting schedule, and is proactively seeking content from the C&U archives community and beyond. The editor reached out to participants at a number of college and university archives-related sessions at the SAA Annual Meeting inviting them to turn their presentations into case studies/blog posts, and several have already committed to do so. The blog editor is also directly contacting college and university archivists to share experiences and postings when she learns of activities and developments of relevant, such as through the SAA listservs, and has put out a number of open calls for participation to the archival community. In order to broaden members' awareness of the variety and number of relevant conferences, for instance, the blog editor began a series of conference reports, which provides a low-barrier way for would-be authors to contribute to the blog while actively building a resource for the academic archives community. To assist SAA attendees to find sessions of relevance to academic archives work, the steering committee also prepared and published a custom schedule for the conference in advance of the July meeting.

ANNUAL MEETING

Number of Attendees: 150

Summary of Meeting Activities: The section and other interested SAA attendees gathered July 28, 2017 from 11:15 am to 12:30 pm for its annual meeting. The section chair provided a number of updates about section business, including: thanking outgoing section leaders and welcoming elected members; announcing the passage of the standing rules revisions; and providing an update on OCLC reports that were made available to section members. The blog editor then provided an update on the Academic Archivists blog. The majority of the meeting was dedicated to an interactive discussion about faculty papers facilitated by: Dainan Skeem, Cory Nimer, Ruth Bryan, Christine Weideman, and Amy Allen. Each facilitator gave a brief recap of the content they provided in their blog post and introduced the topics they most wanted to discuss about faculty papers, then attendees were asked to divide themselves into five groups. Following approximately 15 minutes of conversation, the groups then rotated and repeated the exercise. The last several meetings were dedicated to a review of the highlights of the discussion and the most compelling reasons to consider having a faculty papers collection development policy along with some caveats about such a policy's application.

QUESTIONS FOR COUNCIL

We will potentially seek funds (ca. \$700) to cover registration costs for up to three student assistants (non archivists) to attend SAA annual meeting.

Congressional Papers Section

Council Liaison: Brenda Gunn

Report Submitter: Danielle Emerling

ACTIVITIES

Completed

- CPS Strategic Plan 2017-2020
- Electronic Records Committee born-digital processing tutorial (demoed at 2017 CPS preconference program)
- Diversity Task Force "Collecting Political Activism" session and discussion at 2017 CPS preconference program
- Constituent Services System/Constituent Management System Task Force constituted

Ongoing

- Constituent Services System/Constituent Management System Task Force report on "Archiving Constituent Services Systems of the U.S. Congress"
- Electronic Records Committee blog, case studies

New

- Educational opportunities throughout the year via webinar or Google hangout
- "Day of Data" partnership with the Association of Centers for the Study of Congress and Wikipedia to add collection information to Wikidata

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The CPS annually supports Congress Week, an event sponsored by the Association of Centers for the Study of Congress. Members of each group plan outreach events, exhibits, and more to spread the word about congressional papers and the importance of studying Congress. This year, the Chair of CPS and the president of ACSC sent joint letters to institutions that have received congressional papers to provide support for processing the collections. Further, both groups advocate to members of Congress about the importance of preserving their papers.

Goal 2: Enhancing Professional Growth

CPS planned the annual preconference day program, which took place at the Oregon Historical Society during SAA 2017. Approximately 57 people attended. Sessions focused on teaching with primary sources, collecting political activism, and processing born-digital materials. Further, discussions of the strategic plan and using collections as data also were included in the day's schedule. The Electronic Records Committee continued producing resources to aid members with processing born-digital materials. The ERC created 6 modules (discrete manuals for processing at different stages), 10 blog posts, and a panel for the CPS preconference day.

Goal 3: Advancing the Field

An ongoing challenge for the congressional papers community is processing and providing access to the large quantity of data exported from congressional constituent services systems, most of which is related to constituent correspondence and casework. To better address this challenge, the Constituent Services Systems/Constituent Management System Task Force was created in August 2016. The Task Force has been writing a report that will include recommendations and guidelines for collecting repositories that should be released before the end of 2017.

Goal 4: Meeting Members Needs

In addition to the listserv, CPS produces two newsletters each year to share information about the Section and to give members a platform to share news and lessons learned. To allow for more participation and leadership development in the section, CPS will be appointing two co-editors for the newsletter and two co-editors of the website.

ANNUAL MEETING**Number of Attendees: 57**

Summary of Meeting Activities: The CPS preconference program at SAA 2017 took place at the Oregon Historical Society and included sessions on a broad range of topics, including teaching, collecting political activism, and born digital processing. Approximately 57 people attended.

Hope Grebner Bibens, Kris Bronstad, Nathan Gerth, Robin Katz, Marc Levitt, and Heather Smedberg started the day with an overview of instruction in the archival profession, innovative ideas for using congressional archives in the classroom, and lessons learned for improving interactions with students. Next, the Diversity Task Force led an engaging session with Marjorie Bryer, Michelle Caswell, Danielle Russell, and Katrina Vandeven about collecting political activism. The panelists raised important issues and questions facing the profession about social movements in the archives and collecting and representing the complex and complicated narratives of the past.

After lunch, Alison White led a “speed data” demo session featuring Webrecorder.io, digitization and text analysis tools, and new developments with a tool to access constituent services data. Karen Paul and

Leigh McWhite took the pulse of the CPS members in attendance to determine which indicators and objectives to include in the final version of the CPS Strategic Plan, 2017-2020.

Finally, the Electronic Records Committee put together a guided tutorial of some of the most popular born-digital processing tools. John Caldwell, Katie Delacenserie, and Nathan Gerth led participants through demonstrations of DataAccessioner, Bulk Extractor, MAC Times, and Bagger.

The Steering Committee approved the strategic plan and decided to pursue opportunities for member online "meet ups" and education throughout the year. Further, the newsletter will have more consistency and more direct calls for submissions that relate to strategic plan goals.

QUESTIONS FOR COUNCIL

At the SAA 2018 meeting in Washington, DC, the Congressional Papers Section is planning to make advocacy a focal point. Being in the capital affords CPS members a chance to meet with their states' congressional delegations and discuss the importance of preserving their papers. The CPS would like to request \$500 for Fiscal Year 2019 to create advocacy toolkits that include resources for members and materials to be shared with congressional offices.

Description Section

Council Liaison: Audra Yun

Report Submitter: Molly Marcusse

ACTIVITIES

Did not have ongoing projects and did not launch any new ones.

Have spoken with members of Technical Subcommittee on DACS about supporting new revisions to DACS once complete. New Chair, Martha Bace, has plans to try to make Section more active and useful in the coming year. At the Section's business meeting she solicited input on ideas from members and called for collaboration on descriptive topics.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Minimal contributions in this area over the past year.

Goal 2: Enhancing Professional Growth

Section contributed by forwarding information about standards, calls for comments, and other professional concerns to Section's listserv. Section's business meeting included announcements from relevant groups and presentations on developments in the field of description.

Goal 3: Advancing the Field

Similar answer to Goal 2. Kept Section members apprised of developments of standards and encouraged them to provide feedback to groups working on standards. Some of the standards presented to Section membership are from outside of the archives world but related to archival description.

Goal 4: Meeting Members Needs

Minimal contributions in this area over the past year. Current Chair, Martha Bace has plans to increase

the Description Section's work in this area and I am hopeful that Vice Chair/Chair-Elect will continue that work

ANNUAL MEETING

Number of Attendees: ca. 100

Summary of Meeting Activities: Started with brief acknowledgement of Mark Greene and his contributions to Description and archival field; announcements from groups working on standards; election results; brief speech from incoming Chair; presentation about EAC-CPF work in French governmental organizations; presentation on data dictionary for web archiving of metadata

QUESTIONS FOR COUNCIL

The Description Section has been stagnant for a number of years and I am concerned about getting high-quality leadership in the steering committee. The past few Chairs, possibly more, have been asked to run for that position in lieu of any interested candidates and the Section has suffered from this lack of leadership. I emailed with a number of interested parties who opted not to run for Vice Chair this year but I am hoping this laid the groundwork for some passionate leaders in the near future. I believe the Section is likely to ask for an intern in FY 2019 and will submit the proper paperwork once that becomes available. I am unaware of any other potential budget requests for the year.

Electronic Records Section

Council Liaison: Erin Lawrimore

Report Submitter: Kyle Henke

ACTIVITIES

Completed

The Electronic Records Section Steering committee met three times over the year via web conference. Topics of discussion ranged from appointing a Communications Liaison, the role ERS will play in the transition and implementation of “Affinity Groups” in SAA, bloggERS! updates including ideas for blog topics, series, and potential authors, and planning for the annual meeting.

The bloggERS! Editorial board had 38 blog posts during the year, many of which focused on a number of thematic series. Themes included: international perspectives on digital preservation, access to born-digital materials, a celebration of failure, and a series on different pathways to working on digital archives. In addition, the blog collaborated with the Software Preservation Network to discuss and reflect on sessions from their 2016 Forum.

The Electronic Records Section returned to a more traditional presentation format for the SAA Annual Meeting in Portland, Oregon. The section meeting was a collaborative and combined program with SAA’s Records Management Section (RMS). During ERS planning for the annual meeting it was suggested that we reach out to RMS about working together as our two groups share a lot of overlap in membership and professional focus, in addition to being slotted at the same time during the conference. ERS suggested the topic of “archiving email” and possible project leads to reach out to about presenting. A smaller sub-group of members of ERS and RMS (Kyle Henke, Don Mennerich, and Dorothy Waugh from ERS, and Beth Cron, Eira Tansey, and Jessika Drmacich-Flach from RMS) was created to focus

specifically on the Annual Conference. The resulting panel consisted of Sarah Demb from Harvard University, Chris Prom from University of Illinois Urbana-Champaign representing the Digital Preservation Coalition Task Force on Technical Approaches to Email Archives, and Camille Tyndall Watson from the State Archives of North Carolina representing the Transforming Online Mail with Embedded Semantics (TOMES) project presenting on practices and projects related to email archiving.

Officer recruitment was successful with the election of Jessica Farrell as new Vice Chair/Chair Elect and three new Steering Committee members in Alice Prael, Jessica Venlet, and Mark Myers in a field that also included Jim Duran and Dainan Skeem. Don Mennerich will take over as ERS Chair for the 2017-2018 year.

Ongoing

The ongoing work of the ERS Steering Committee in the next year will include the standard programming for the annual meeting and recruitment of new officers. The bloggERS! Editorial Board will continue to solicit interest in new topics and voices from the profession for the blog. ERS will have to continue to look at the interests of its membership and integrate the goals and aims of its members. Dropped initiatives such as the Digital Preservation Drop-in Center will have to be revisited and revised if chosen to be implemented once again.

New

In the coming year ERS can continue to look at avenues towards inclusion within Section members and also opportunities for collaboration with other Sections as was done with the annual meeting with RMS. Collaborative opportunities exist within and outside of SAA that ERS could leverage to bring new voices to the forefront. A possible collaboration or liaison opportunity between ERS and the Digital Archives Specialist certification program has become a topic of interest between both parties. It will be good for ERS to pursue and understand this potential partnership going forward. Reviewing the input from members comments during the annual election on what they would like to see from ERS will be beneficial in understanding future directions the Section should pursue. One possible topic is the interest of members for ERS to become a place for hosting and/or disseminating standards.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

This is one area where ERS continues to be less pro-active than it possibly can be in the future. As a largely dispersed group it will be a challenge to integrate the advocacy of archives and archivists on any scale, but ERS could learn from other SAA sections such as Women Archivists Section (WArS). While our section could be considered to “strengthen the ability of those who manage and use archive material to articulate the value of archives” (1.4) it has not been a message pushed out as a defined group. This is an area that could be enhanced in the future.

Goal 2: Enhancing Professional Growth

One of the strengths of the ERS is its ability to help contribute to the professional growth through the bloggERS! blog. The blog allows a variety of new and established voices to showcase themselves in the field of electronic records in an open environment that highlights their work and ideas. The aim and success of the blog to “...provide content, via education and publications, that reflects the latest thinking and best practices in the field,” (2.1) and, “...deliver information and education via methods that are accessible, affordable, and keep pace with technological change” (2.2) The open method of publication is our key strategy to “...support the career development of members to assist them in achieving their goals” (2.3).

Goal 3: Advancing the Field

While ERS has not been active in creating or maintaining standards or best practices for the profession, it has an active community that supports others in strengthening our collective understanding. The listserv and bloggERS! provides new avenues of access to some of the new methods and research being performed in the profession that intends to “foster and disseminate research in and about the field” (3.2). For our annual meeting, we found “relevant partnerships and collaborations to enhance professional knowledge” (3.3) by working with the Records Management section to combine programs and have a presentation focus on archiving email.

Goal 4: Meeting Members Needs

Meeting members needs is significant and finding ways to engage everyone at different levels is important. With the listserv and bloggERS! we are providing two directions for participation. One directive to “...facilitate effective communication with and among members...” (4.1) which includes open discussion and options for seeking assistance or support. Through bloggERS! members are able to write about their work, discuss with others offering similar or different perspectives, read about work being performed in the field, and seek new voices through open calls for blog posting are some of our “...opportunities for members to participate fully in the association” (4.2).

ANNUAL MEETING

Number of Attendees: (waiting to hear from SAA report - 193 added to schedule on Sched system)

Summary of Meeting Activities: The Electronic Records Section worked alongside the Records Management Section to present a collaborative session that focused on email archiving theory, work and practices being performed by three distinct groups including the Transforming Online Mail with Embedded Semantics (TOMES) project, Digital Preservation Coalition Task Force on Technical Approaches to Email Archives, and Harvard University’s approach. A goal of the session was to open up for questions from attendees and leave remaining time for both section business meetings which were more informal due to the time constraints and the focus being on the presenters and interested attendees.

Encoded Archival Standards Section

Council Liaison: Audra Yun

Report Submitter: Elizabeth G. Dunham

ACTIVITIES

Completed

EAD3 Study Group Initiative: The Conversion and Migration subgroup finished its work and published “Implementing EAD3: Conversion and Migration” in May of 2017. Reports created by each of the three subgroups are available at <https://www2.archivists.org/groups/encoded-archival-standards-section/ead3-study-group-initiative>.

Name Change: The Section made all updates to its microsite and other online resources necessary to reflect the Section’s name changing from “Encoded Archival Description Roundtable” to “Encoded Archival Standards Section.”

Ongoing

Communications and Tools: The Section continued regular maintenance activities for its SAA microsite

and GitHub site, including removing links to obsolete resources, adding information about recently released resources, and clarifying language. Laura Starratt created Facebook and Twitter accounts for the Section and established a posting schedule.

Webinar Series: Adrian Turner and Patrick Galligan designed and launched a webinar series intended to explore topics of interest to archivists working with encoded archival standards. The first webinar, “Implementing EAD3: Search and Exploration,” took place on April 12, 2017 and drew approximately 90 viewers.

EAD3 Guide Repository: Christy Tomecek continued the Section’s efforts to establish a collection of EAD3 guides intended for use in testing stylesheets, displays, and similar.

New

To be decided by the current leadership.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

EAS Section initiatives do not closely align with this goal.

Goal 2: Enhancing Professional Growth

2.1. Provide content, via education and publications, that reflects the latest thinking and best practices in the field. Activities that support this initiative: Section GitHub site, Webinar series, EAD3 Study Groups, EAD3 Guide Repository.

2.2. Deliver information and education via methods that are accessible, affordable, and keep pace with technological change. Activities that support this initiative: Section GitHub site, Webinar series, EAD3 Study Groups, Section Facebook and Twitter accounts, EAD3 Guide Repository.

2.3. Support the career development of members to assist them in achieving their goals. Activities that support this initiative: Webinar series, Section GitHub site, EAD3 Study Groups, EAD3 Guide Repository.

Goal 3: Advancing the Field

3.1. Identify the need for new standards, guidelines, and best practices and lead or participate in their development. Activities that support this initiative: EAD3 Study Groups, EAD3 Guide Repository.

3.3. Participate actively in relevant partnerships and collaborations to enhance professional knowledge. Activities that support this initiative: Webinar series.

Goal 4: Meeting Members Needs

4.1. Facilitate effective communication with and among members. Activities that support this initiative: EAD3 Study Groups, Webinar series, Section Facebook and Twitter accounts.

4.2. Create opportunities for members to participate fully in the association. Activities that support this initiative: EAD3 Study Groups, Webinar series.

ANNUAL MEETING

Number of Attendees: About 60

Summary of Meeting Activities:

- Opening and Introductions 2-2:10pm (10 minutes)

- Introduction of Current Roundtable Leadership and Election Results
 - Introduction of and Brief Report from Council Liaison (Michelle Light)
 - Overview of Agenda and requests for any additional items for new business
- Section “Year in Review” (10 minutes)
 - Webinar Series (Patrick Galligan)
 - EAD3 Study Group on Migration Report (Elizabeth Dunham and Christy Tomecek)
- ArchivesSpace EAD3 Support 2:20-2:25 (5 minutes; Patrick Galligan)
- Updates from TS-EAS 2:25-2:35 (10 minutes; Karin Brendenberg and/or Kathy Wisser)
- Introduction to RiC 2:35-3:15 (40 minutes; Daniel Pitti and/or Aaron Rubenstein)

Government Records Section

Council Liaison: Bertram Lyons

Report Submitter: Laura Saegert

ACTIVITIES

Completed

In response to requests from Council and the SAA President, the section provided input on the support of endorsement of funding of the Indiana State Archives, and on issues re: police mobile camera videos and declassification.

Ongoing

Case study project: SAA is publishing a series of case studies designed to facilitate an understanding of issues and challenges related to the management of government archives and records. Two have been submitted so far and will be published in 2017-2018.

New

none

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Meeting presentations on advocacy by NARA for the Trump administration and discussion on topic.

Goal 2: Enhancing Professional Growth

The above mentioned case studies initiative aligns with Goals 2, 3 and 4 of SAA’s current strategic plan, in particular by providing content via publications that reflect current practice in government records via an affordable and accessible model. Furthermore, these case studies will enhance professional knowledge and create opportunities for more members to participate in the activities of the organization.

Goal 3: Advancing the Field

The above mentioned case studies initiative aligns with Goals 2, 3 and 4 of SAA’s current strategic plan, in particular by providing content via publications that reflect current practice in government records via an affordable and accessible model. Furthermore, these case studies will enhance professional knowledge and create opportunities for more members to participate in the activities of the organization.

Goal 4: Meeting Members Needs

The above mentioned case studies initiative aligns with Goals 2, 3 and 4 of SAA's current strategic plan, in particular by providing content via publications that reflect current practice in government records via an affordable and accessible model. Furthermore, these case studies will enhance professional knowledge and create opportunities for more members to participate in the activities of the organization.

ANNUAL MEETING

Number of Attendees: about 45

Summary of Meeting Activities: GR Section met on 7-28-17 and had 3 presentations:

- I. SAA Government Records case study initiative by Laura Saegert, Assistant Director of Archives, Texas State Library and Archives Commission (TSLAC). SAA is publishing a series of case studies designed to facilitate an understanding of issues and challenges related to the management of government archives and records.
- II. Mark Myers, Senior Electronic Records Specialist, Texas State Library and Archives Commission, discussed how TSLAC has gone from not accepting electronic records from state agencies to encouraging transfers into the Texas Digital Archive, through outreach, salesmanship, and technical support.
- III. Meg Phillips, NARA, External Affairs Liaison, discussed the Presidential transition as it affected three things: 1) preparations, guidance, etc. for Federal agency records management staff and briefings for incoming political appointees; 2) NARA's role taking custody of the Obama records and briefing the incoming White House staff on their Presidential Records Act responsibilities; and 3) Public interest in this transition, including press and Congressional inquiries in the Federal Records Act and Presidential Records Act issues, and NARA's interactions with the Data Refuge and related movements that aim to "rescue" government data that scientists and others believe to be at risk. A discussion period followed.

Human Rights Archives Section

Council Liaison: Steven Booth

Report Submitter: Emily Ward

ACTIVITIES

Completed

- Finalized changes to the Standing Rules.
- Leadership met via phone conference to discuss edits multiple times throughout the year.
- Creation of a blog and weekly newsletter that goes out via the listserv.
- Reinstatement of Twitter account.

Ongoing

- Blog/newsletter
- Twitter
- Human Rights Archives directory.

New

Going forward, leadership will focus on ways to maximize participation in the Human Rights Archives Section, provide tools and workshops for archiving human rights-centric collections and working with communities that suffer from human rights abuses, and finding ways to collaborate with other sections in SAA.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Because this year was a transitional year for the Human Rights Archives Section (HRAS), we have only recently finalized some of the administrative tasks that needed to be in place in order to advance the mission of the section. That said, by creating a blog/newsletter/social media outlet we have created spaces where archives and archivists that work with human rights collections or communities that suffer human rights abuses can advocate for, promote, and announce information related to human rights and particularly their collections. Now that the administrative aspect of transition is complete (or soon to be), future leadership will be free to make official statements regarding current human rights issues and collaborate with other sections whose purpose relates to human rights.

Goal 2: Enhancing Professional Growth

This year HRAS developed a blog, newsletter, and reactivated the Human Rights Archives Twitter account. These outlets post news, information about human rights archives collections, and interviews with archivists that work in human rights focused archives. There was discussion at the annual meeting about creating workshops in the future for practitioners who work with human rights collections and how to mindfully collect, describe, and make accessible these materials.

Goal 3: Advancing the Field

Again, because of the transitional nature of the past year, much of this was discussion of future plans. That said, future leadership discussed what they would like to see done in the next year. Some ideas included creating workshops for archivists who work with or will work with human rights collections or communities who have suffered human rights abuses, creating guidelines for collection and making collections accessible to the public (particularly important as there are no guidelines or standards in place for such collections), and to continue disseminating information through the listserv, at conference, and through social media.

Goal 4: Meeting Members Needs

This year we were able to almost fill our roster of open positions for the current election. The incoming leadership has a lot of potentially ground-breaking ideas for enhancing the section's presence within SAA and beyond. There are plenty of outlets by which HRAS can communicate with members and the wider audience of SAA including the listserv, the blog, Twitter, and the annual meeting. An informal discussion after the annual meeting this year shed light on the needs of archivists and historians/researchers who work with human rights collections which will shape future leaderships actions for the next year. Based on these discussions it was clear that education was important as well a broadening of the definition of human rights to include civil rights.

ANNUAL MEETING

Number of Attendees: 13

Summary of Meeting Activities: The co-chairs went through a history of the revitalization of the section and what we were able to accomplish during the transitional year. The floor was then open for a

discussion concerning future projects, possible collaborations with other sections, and how to define human rights (include civil in definition?).

International Archival Affairs Section

Council Liaison: Courtney Chartier

Report Submitter: Daniel Necas

ACTIVITIES

Completed

Update of blog website "Global Notes" with new Section information following transition from round table to section, update SAA microsite, conducting elections, organizing annual meeting and coordinating speakers with LACCHA for the meeting. Posting weekly news roundups, conference and call for papers information, and guest blogger posts - all year. Highlighting selected SAA communication on the blog, as well as relevant information from other SAA sections.

Ongoing

The IAAS publishes a news summary weekly that highlights international events, projects, collections, and news that may be of interest to SAA members. Additionally, we often have guest posts from both SAA and non-SAA members in which they highlight a recent conference, trip, etc. Compiling weekly news roundups, posting calls for conference papers and soliciting guest blog posts for the section's blog "Global Notes."

New

Conduct survey of membership. Support a section member in attending the 2017 International Council on Archives (ICA) annual meeting in Mexico City in October 2017 (and apply for funding from SAA for next year's ICA representative). Possibly bringing in foreign archivists to Section's annual meeting. Also, we plan to compile a list of resources (including funding) on collaborative programs that support archives operating in challenging conditions (conflict zones, refugee-generating regions, weather-related disaster areas).

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Raise awareness for archival and cultural heritage events around the world; importance of archives. Promoting International Archives Day on our blog "Global Notes."

Goal 2: Enhancing Professional Growth

Offering information on the blog about professional conferences and calls for papers of potential interest. We envision providing support for Archivists without Borders or visiting archivists coming to SAA or going to ICA conferences.

Goal 3: Advancing the Field

We definitely disseminate information about the field and attempt to increase collaboration and knowledge exchange through the blog and annual session. Emphasizing international dimensions of archives and archival work.

Goal 4: Meeting Members Needs

Members have expressed thanks for providing weekly news roundups, international conference information, and guest blogger posts about their projects and trips to conferences.

ANNUAL MEETING

Number of Attendees: 35

Summary of Meeting Activities: The International Archival Affairs Section held its annual meeting on Thursday, July 27, 2017, at the Convention Center in Portland. We met jointly with the Latin American and Caribbean Cultural Heritage Archives Section, had a nice turn out and heard about great projects - the translations into Spanish of SAA documents by Ana Rodriguez and her team, as well as about the work of Natalie Baur in Mexico and our own steering committee member Margarita Vargas Betancourt's efforts at partner library and archives institutions in Cuba. The two exchanged their contributions in the form of a lively conversation, enjoyed by all. The Steering Committee election results were announced, and we welcomed our new Senior Co-Chair Daniel Necas, Junior Co-Chair Katharina Hering, and Member-at-large Mark Edwin Peterson (in absentia). Many thanks to the outgoing Senior Co-Chair Ryder Kouba for all his contributions to the IAA Section in the past years.

Link to Meeting Minutes: <https://www2.archivists.org/groups/international-archival-affairs-section/2017-annual-meeting-minutes>

QUESTIONS FOR COUNCIL

Yes, we would like to inquire about the possibility of submitting a request for funding to support a representative from our section attending the annual meeting of the International Council on Archives in 2018. Thank you.

Issues & Advocacy Section

Council Liaison: Bertram Lyons

Report Submitter: Hope Dunbar

ACTIVITIES

Completed

This year the I&A Section has accomplished the following:

- Continuous scholarly blog posting through our Archives on the Issues series & Steering Committee posts that featured 34 new articles written by archivists and activists nationwide. Three ICYMI (In Case You Missed It) posts on archival workshops and conferences nationwide. Six posts from I&A Research Teams comprised of a volunteer group of I&A members on a variety of topics. Our WordPress website statistics for the June 2016-August 2017 term comprised: 17,250 page hits, and 9,409 unique visitors; this excludes our social media presence.
- Two guest bloggers with a total of three posts each. Each blogger applied to I&A and was selected based on their previous writing experience and topic choice for the blog series.
- Updated the microsite; WordPress website, and completed the conversion of all “roundtable” references to “section.”
- Meeting minutes regularly uploaded to the I&A Section page.

- Created a group I&A Steering Committee Calendar to coordinate blog posts, monthly meetings, and deadlines.
- Created a custom I&A Section recommended SAA Portland Schedule for members.
- Organized three panelists for the I&A Section meeting presentation at SAA Portland on handling controversial collection materials.
- Participated and helped plan the 2017 Advocacy Forum at SAA Portland.
- Nominated the successful candidate for the 2017 Jameson Award (EDGI).

Ongoing

I&A's ongoing projects include:

- Continuation of the Legislative Research Project which tracks elected congressional members and details their backgrounds, prior voting records, and any possible connections to cultural heritage institutions.
- Continuation of the bi-annual Joint Advocacy Call between several SAA and non-SAA advocacy groups to discuss our ongoing projects, efforts, and possible collaborations. •Continuation of the I&A Research Teams comprised of volunteer I&A members that conduct in depth research on news topics as they arise to better inform I&A membership.
- I&A selected an intern for the 2017-2018 term that will, likely, be assisting with the Archivist Design Share Portal, as joint effort between several members on the bi-annual joint advocacy call.

New

New projects for I&A include:

- Creation of an Archivist Design Share Portal for outreach efforts and community engagement. The project is modeled after the Librarian Design Share Portal found here:
<https://librariandesignshare.org/>.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The I&A Section has contributed to the goal of Advocating for Archives and Archivists by providing ongoing resources through the I&A Advocacy Toolkit, signing on to the Letter of Support for the Indiana State Archives, and providing a platform for members to discuss ongoing issues within the archival community through I&A social media, listserv, microsite, and WordPress website.

Goal 2: Enhancing Professional Growth

The I&A Section has contributed to the goal of enhancing professional growth by providing a plethora of opportunities for our members including: research team volunteering opportunities; legislator research team opportunities; regular blog contributor opportunities; publishing through our various outlets; and assisting individual members with questions concerning advocacy.

Goal 3: Advancing the Field

The I&A Section has contributed to the goal of advancing the field by providing up to date resources and research on emerging trends, on-going advocacy efforts, activities of members, and scholarly publications on a range of new topics.

Goal 4: Meeting Members Needs

The I&A Section has contributed to the goal of meeting member needs by integrating our I&A member polls into our on-going projects and goals. The most recent election provided many responses from our

members as to where they would like to see I&A go in the coming year. We look forward to meeting and exceeding the needs specified of our members.

ANNUAL MEETING

Number of Attendees: 71

Summary of Meeting Activities: Join I&A for an engaging panel discussion with archivists from the Huntington Library, University of Wisconsin-River Falls, and the Mojave Desert Archives on archiving and displaying controversial collection material. Our panel members will be discussing their own experiences, providing specific collection examples, and their best practices for access and display. Additionally, I&A Research Teams will report on their achievements and the I&A Steering Committee will discuss opportunities to get involved, as well as brainstorm priorities for the coming year.

Labor Archives Section

Council Liaison: Bertram Lyons

Report Submitter: Conor Casey

ACTIVITIES

Completed

Submitted session proposal for main program. Created LAS-branded panel that was part of the annual Labor and Working Class History Association conference in Seattle, June 2017

Ongoing

Updates of Labor Archives in the United State and Canada Directory Labor Electronic Records Working Group Exploring ways to get a labor branded portion on the Digital Public Library of America Regular column in the Labor and Working Class History Association's Labor Online newsletters highlighting LAS members and collections Facebook Page promotion LAS and related projects

New

Session proposal for SAA 2018. LAWCHA annual conference panel proposal North American Labor History Conference: LAS members in panels, LAS retreat happening at Conference, October 2017

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Regular column in LaborOnline highlights work of archivists to a built-in audience of historians Our Facebook page also advertises not only our collections and projects but the value of archives in society

Goal 2: Enhancing Professional Growth

Our labor archives section annual meeting shares information and allows us to conceive of, report back on, and work on collective projects. As well, the Labor Archivists Retreat allows us to talk about our niche part of the archival enterprise and share idea and information.

Goal 3: Advancing the Field

The promotion and advocacy activities help us advance the field. As well, coordinating to serve the needs of our donor community while integrating advances in archival practice--such as our digital records working group--is helping us bring labor archives into the 21st century.

Goal 4: Meeting Members Needs

Most members find the portion of the business meeting and the listserv useful for sharing projects and requesting information from colleagues. I think we do that well and are satisfying the central need in this area.

ANNUAL MEETING

Number of Attendees: c. 19

Summary of Meeting Activities:

- SAA Council Update Bert Lyons
- May Updates (Forwarded to LAS ListServ)
- Thanking Outgoing Co-Chair Meghan Courtney
- Acknowledging incoming Co-Chair Robin Walker (not in attendance)
- Current Projects (15 min)
 - Electronic Labor Records Project (Gavin Strassel)
 - Labor Online Column (Conor Casey)
 - Labor Archives Directory Updates (Conor Casey)
 - DPLA (Meghan Courtney)
 - Facebook (Meghan Courtney)
- Ideas and Brainstorming (20 min) (All)
- Report from LAR members on activities at their archives (focusing on new initiatives) (35 minutes)
- Next steps: Session proposal coordination for SAA 2018

Link to Meeting Minutes: <https://www2.archivists.org/groups/labor-archives-section/labor-archives-section-annual-business-meeting-minutes-2017>

QUESTIONS FOR COUNCIL

We all expressed concern regarding Texas' discriminatory law, noting that many members of the then-Labor Archives Roundtable were forced to boycott the annual meeting in Chicago because of the labor dispute. It was noted that in the Labor Archives Roundtable's letter to SAA Council at that time, we urged Council to integrate language in contracts with conference venues regarding labor and social justice or "act of god" events that would allow SAA to withdraw from such a contract without damaging financial repercussions if the venue or the conditions relating to the venue became such that members would feel unable to attend for ethical, personal safety, or other reasons.

Latin American and Caribbean Cultural Heritage Archives Section

Council Liaison: Kris Kiesling

Report Submitter: George L Apodaca

ACTIVITIES

Completed

LACCHA-SAA Spanish Translation Project Desmantelando Fronteras Webinar

Ongoing

LACCHA-SAA Spanish Translation Project Desmantelando Fronteras Webinar

New

LACCHA-SAA Spanish Translation Project Desmantelando Fronteras Webinar

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

LACCHA, through its ongoing webinar series, has developed a platform that helps make accessible invaluable technical, experiential, and anecdotal information to as many users as possible, with a special emphasis on describing and sharing the experiences of persons living outside the borders of the US or those working specifically with a Latin American and/or Caribbean community. Similarly, the LACCHA-SAA translation project has made accessible donor- and archives-related material found on the SAA website in Spanish, with the hopes of increasing the reach these materials can attain and with plans to expand the number of languages served.

Goal 2: Enhancing Professional Growth

Archivists have access to many resources available via our section blog, Memoria. Here, we provide an avenue for Latin American/Caribbean archivists or curators working with Latin American/Caribbean materials to highlight their work via informal interviews and profiles. Additionally, our social media pages have countless links either disseminating news in the field and/or providing resources for archivists to be successful and effective in their careers.

Goal 3: Advancing the Field

Given the recent push by the archival field in the last couple of years to start documenting underrepresented and/or marginalized communities, as well as having placed a special emphasis on documenting the diversity that forms our collective history, the formation of culturally/regionally-specific sections dedicated to the care, preservation, and curation of these community's historical records is even more tantamount than previously before.

Goal 4: Meeting Members Needs

LACCHA, much like SAA-at-large, aims to foster an environment of inclusiveness and participation. As so, and given the fact that many of our members are located outside of the US, LACCHA leadership continues to appreciate SAA's granting of access to LACCHA's listserv to non-paying, international members. Having this communication pipeline open to Latin American and Caribbean archivists and librarians will only help to cement LACCHA's standing in the international Latin American and Caribbean archival field.

ANNUAL MEETING

Number of Attendees: 35

Summary of Meeting Activities: Welcome by Ryder Kouba, IAAS Senior co-chair, and Ana D. Rodriguez, LACCHA junior co-chair 2:05 pm – Election results for IAAS and LACCHA, Daniel Necas Junior co-chair, and Ana D. Rodriguez, LACCHA junior co-chair 2:10 pm - Announcement by SAA Council Liaison 2:20 pm LACCHA Spanish Translation Project presentation 2:30 pm – Discussion of international projects (Margarita Vargas-Betancourt, Natalie Baur), Review of LACCHA Events and Achievements (Lauren Goodley) 3:00 pm - Open Floor 3:15 pm - Adjournment

Lesbian and Gay Archives / Diverse Sexuality and Gender Section

Council Liaison: Steven Booth

Report Submitter: Keith Reynolds

ACTIVITIES

Completed

Section name change - From Lesbian and Gay Archive Section (LAGAS) to Diverse Sexuality and Gender Section (DSGS)

Ongoing

Formation of a Tragedy Response Team to aid with archival disaster mitigation and personal support when social and political tragedies take place.

New

TBD.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

While DSGS has contributed to advocating for archives and archivists in a number of ways, this section's main value is in providing leadership in ensuring the completeness, diversity, and accessibility of the historical record. DSGS advocates for all archivists but mainly provides a voice for LGBTQ+ to be heard. This diversity is increasingly important in making sure everyone is included at the table and that the historical record is complete.

Goal 2: Enhancing Professional Growth

DSGS provides a forum for many archivists that would normally feel disenfranchised to explore professional growth opportunities. Many of our committee members and co-chairs have chosen this section as the first point of contact in SAA as well as a first step into leadership in SAA. This supports career development and encourages further education and keeping well versed in current trends.

Goal 3: Advancing the Field

DSGS advances the archival field in a number of ways. We try to be a voice for the ever changing and ever diversifying LGBTQ+ community. This year we underwent a very thoughtful and difficult period of self-reflection as a section - which resulted in a name change and updating our standing rules. This might have been partially internal maintenance but it also served as an example to other archivists about continued diversification. There is always room for growth, even in an already "diverse" section such as DSGS. Additionally, we are currently breaking out the "tragedy response team" to not be a team exclusive to DSGS and will work with many other sections.

Goal 4: Meeting Members Needs

DSGS makes every attempt to meet the needs of its ever changing membership. We never make any changes without first soliciting opinions from members as a first step. As a second step, we almost always form a subcommittee to make sure that anyone that feels passionately about the topic is able to participate in the section in a meaningful way.

ANNUAL MEETING

Number of Attendees: 40

Summary of Meeting Activities:

Brief discussion about the Texas transgender bill.
Introductions of council liaison and co-chairs.
Standing rules approval including name change and a few other changes.
Social media report.
Digital Hub for LGBTQ collections report.
Tragedy Response Committee update and speakers.
Comments from the floor.

QUESTIONS FOR COUNCIL

Lisa Calahan will be submitting a proposal to the council to create an independent working group for the Tragedy Response Team/Committee. This will be submitted on behalf of DSGS but in conjunction with other Sections.

Local Government Records Section

Council Liaison: Bergis Jules

Report Submitter: Linda Barret

ACTIVITIES**Completed**

Indiana State Archives Support - LGRS asked SAA Council for a statement of support from the Society of American Archivists advocating for funding of the Indiana State Archives. The Executive Committee approved release a letter to Indiana Governor Eric Holcomb regarding funding and facility issues for the Indiana Archives and Records Administration storage facility.

Ongoing

No journal articles advocating for local government archives have been submitted to publications such as Governing, but this work will be continued.

A resource bibliography is in progress using the Zotero platform, but will be enhanced.

New

Creation of a blog to highlight the repositories represented by members of the section.

LGRS steering committee will conduct a survey to determine what the LGRS can do for its members and how it can assist them in their professional goals.

STRATEGIC PLAN**Goal 1: Advocating for Archives and Archivists**

Indiana State Archives Support - LGRS asked SAA Council for a statement of support from the Society of American Archivists advocating for funding of the Indiana State Archives. The Executive Committee approved release a letter to Indiana Governor Eric Holcomb regarding funding and facility issues for the Indiana Archives and Records Administration storage facility.

Goal 2: Enhancing Professional Growth

Developing survey of LGRS members to determine needs.

Goal 3: Advancing the Field

Developing strategy to bring awareness of local government records/archives to local government employees and the public through submitting articles to publications such as Governing.

Panel discussion on local government archives' efforts to document activism presented at LGRS meeting.

Goal 4: Meeting Members Needs

A resource bibliography is in progress using the Zotero platform, but will be enhanced.

ANNUAL MEETING

Number of Attendees: 45

Summary of Meeting Activities: At the LGRS business meeting, current officers were introduced and the incoming Vice Chair was named (he was not present for introduction). Old business was reviewed and new business introduced. Council Liaison was not present to give an update. A panel discussion on local government documentation of activism was held and followed by a Q & A with audience.

Lone Arrangers Section

Council Liaison: Brenda Gunn

Report Submitter: Julia Corrin

ACTIVITIES**Completed**

During the past year, we overhauled our microsite to make it easier for our members to navigate.

Ongoing

We are continuing to improve our communications with our section via our newsletter, SOLO.

New

We have an ambitious slate of projects for the next year. We are starting an initiative to identify state and regional representatives to help identify and organize local resources for our members. Their primary focus is going to be identifying low-cost professional development opportunities. We also hope to analyze the use of our extremely active listserv. However, the format of the archive could make this challenging or impossible.

STRATEGIC PLAN**Goal 1: Advocating for Archives and Archivists**

We are working to provide tools and resources for archivists at small archives to advocate for themselves. Last year we ran a very successful series on elevator pitches on our listserv, which we republished in our newsletter.

Goal 2: Enhancing Professional Growth

We have a history of enhancing professional growth through our list serv, which provides resources for archivists at small archives. In the next year, we are planning to further enhance our members professional growth by identifying low-cost and free professional development archivists without funding can access.

Goal 3: Advancing the Field

In many ways we advance the field by bringing up the rear -- making sure archivists with little training and resources are contributing. We are also planning to conduct a self analysis to see what questions our members are asking and how they are being answered. By better understanding these questions, we can better build resources and find gaps in training and tools.

Goal 4: Meeting Members Needs

Lone Arrangers primary role is to meet our members needs. Our very active list serv is a major resource for members without access to training or literature, and a safe space for accidental archivist to ask questions.

ANNUAL MEETING

Number of Attendees: Aprox 200?

Summary of Meeting Activities:

- Active panel discussion on how to manage expectations – including expectations of researchers, managers, institutions, and our own. it included a great section on learning to say no.
- Outlined potential projects for the next year – rebranding, state reps, potential brown bag lunches, researching and publishing on the history of our listserv.
- Hosted an informal discussion of what our members don't have – which is free and low cost training for accidental archivists and archivists who can't travel.

QUESTIONS FOR COUNCIL

We would like to be able to provide a limited number of Lone Arrangers scholarship to trainings, especially webinars.

Manuscript Repositories Section

Council Liaison: Brenda Gunn

Report Submitter: Jackie Dean

ACTIVITIES

Completed

- *Environmental scan of efforts in the field to help researchers interpret handwritten documents.
- *Exploration of three of those efforts through presentations at the annual meeting.

Ongoing

- *Developing a survey to solicit feedback from current and new membership.

New

- *Partner with SAA Career Center and/or membership committee to offer review position descriptions
- *Review cvs/resumes for those further along in careers
- *Partnership with appraisal section on how to learn enough to appraise a variety of materials
- *Partnership with the SNAP section to host a debate between project archivists and managers. Or a discussion surrounding how to nurture project archivists, how do we grow the profession?
- *Discussion around the value of generalists. Is "generalism" dead?

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Provided a program at the annual conference that discussed the important role archivists play in continuing to make handwritten documents accessible to all researchers.

Goal 2: Enhancing Professional Growth

Provided opportunities for publication in our newsletter. Provided opportunities for presenting at the annual meeting.

Goal 3: Advancing the Field

Began to address the ongoing issue of handwriting as a barrier to research. Discussed the feasibility of the section creating a tool to help researchers interpret handwriting. Provided a venue to disseminate three examples of possible solutions for breaking down the handwriting barrier.

Goal 4: Meeting Members Needs

Discussed plan to conduct a section-wide survey of needs and interests following the restructuring of sections/affinity groups.

ANNUAL MEETING

Number of Attendees: circa 100

Summary of Meeting Activities: Reports and announcements including a recap of the Teaching with Primary Sources unconference. Program with three presenters about efforts to help researchers interpret handwriting.

Metadata and Digital Object Section

Council Liaison: Bertram Lyon

Report Submitter: Arcadia Falcone

ACTIVITIES

Completed

Review of all microsite content and recommendations for updates. Programming for annual section meeting in Portland.

Ongoing

Maintaining microsite as useful resource for members and others interested in digital object metadata. Developing and sustaining venues to foster information exchange and connections among section membership.

New

Both calls for new steering committee members were unsuccessful, with some members expressing interest but then withdrawing for work or personal reasons. The committee will meet in September to develop a recruiting plan and other goals for the upcoming year.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Our social media presence enables advocacy both within and beyond the profession, illuminating the importance of metadata and digital collections.

Goal 2: Enhancing Professional Growth

For our annual meeting, we decided we wanted to provide a venue for members who were perhaps intimidated by the thought of a formal presentation or panel. We sent out a deliberately light-hearted call for lightning talk proposals in the form of a Metadata Story Hour, and received several responses, including some from those new to SAA and/or the annual meeting. The lightning talk model allowed less-experienced speakers to start small with getting more involved in MDOS and SAA.

Goal 3: Advancing the Field

Our annual meeting and listserv discussions promote information sharing and networking that enables members to advance their interests and projects.

Goal 4: Meeting Members Needs

The section provides a valuable resource for engaging with other practitioners, asking questions, and sharing expertise.

ANNUAL MEETING

Number of Attendees: 100

Summary of Meeting Activities: Our annual meeting featured five lightning talks: Megan Burdi - Crowdsourcing the Smithsonian Transcription Center Rebecca L. Hankins - A Catalyst for Social Activism: The Digital Black Bibliographic Project at Texas A&M University Ashley Levine - Adobe Bridge and Quick Metadata Embedding Jennifer Pelose - Processing for the Camera: Envisioning Digital Object Delivery Ruth K. Tillman - Stalin and ampersands and Lebenen, oh my! A lively question-and-answer period followed, with some attendees staying afterward to continue the discussion one-on-one.

Military Archives Section

Council Liaison: Steven Booth

Report Submitter: Jim Ginther

ACTIVITIES**Completed**

The Military Archives Section at its last annual meeting committed itself to improving communications among archivist maintaining archival collections documenting the military and the military's impact on our society. This directory in its rudimentary form went launched this year and was posted to the section's microsite. This directory invites all archives maintaining such collections, regardless of their primary collecting focus to participate. This directory is serving as a means to connect archival professionals and military historians around the country to resources on the military's impact on society. The Military Archives sections also completed it second leadership election. This election increased the diversity of its leadership, expanded its number of active leaders, and for the first time elected leadership not directly involved in the creation of the Military Archives Section. This accomplishment reflects the Military Archives Section's commitment to diversity not only in the scope of its activities but its sources for inspiration and leadership.

Ongoing

The Military Archives section is continuing its commitment to foster professional communication and ideas exchange through the use of the Directory of Military and Military related archival collections. MARS is using this resources as a bridge to reach out to other sections to not only bring attention to the rich diversity of these collections, but to highlight lesser known sources of military and military related documentation as well as a to begin conversations with other sections to invite cooperation on issues of shared interest. This directory is expected to be a living document and since the end of annual meeting has fostered increased conversation on the list serve both between members on archival management issues and about ways of expanding the scope of the directory to include a broader scope of resources and repositories. MARS has been working on and expects to launch a similar directory specifically focused on World War I related resources with the hope of enhancing accessibility and discussions among members on how we might encourage commemoration, research, and cooperation during the 100th Anniversary of this conflict.

New

During the annual meeting the MARS membership opened conversation how the Section might serve as a clearinghouse for information to help historical institutions around the country plan 100th Anniversary Commemorations of the American entry into World War I. It also initiated conversations about the issue of over-classification and the issues hindering timely declassification of military archival materials. The goal is to leverage both the collective experiences of our archivists with this problem to come up with a means of advocating for the streamlining of this process, thus increasing accessibility to these materials. MARS is also planning for continuing its very successful staff ride program at next year's meeting in Washington, D.C. The goal this year is to expand that program to go beyond its informational and networking value to focus the program on how smaller institutions can leverage cooperation of local historical agencies to highlight and advocate for the preservation of local historical resources built on a successful cooperative effort between the Marine Corps Archives, the Warrenton Public Library with support from a number of local historians and historical agencies to develop a staff ride highlighting the impact of the Civil War on a small town in Central Virginia in aftermath of the Second Battle of Manassas.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

This year the MARS continued to reach out to other sections regarding like concerns. The meeting in Portland not only included members of other round tables, but members who specifically attended to begin the conversation on shared concerns regarding over-classification and declassification of military related records. Both of these accomplishments not only encouraged but highlighted the need for an informed cooperative archival community who is active in advocating not only for the preservation of records but access to records role and value of archivists in shaping the policy surrounding this issues.

Goal 2: Enhancing Professional Growth

In the coming year the MARS steering committee are planning to up the value of the annual staff ride by building into the plan educational aspects to the program designed to target small staff archives and lone arrangers to help them leverage their limited resources into programs that will garner attention for their facilities and holdings and help to build cooperative relationships with key members of the local historical communities and the value of local history - all on small budgets and limited resources.

Goal 3: Advancing the Field

Goal 3: The MARS has begun by coming up with a tool for connecting archivists and historians

maintaining and doing research on military and related issues. The Directory of Military Related Collections is a good first step. The ultimate goal of this though is to not only highlight the diversity of collection content and the range of institutions collecting it but ultimately to redefine how we think about the impact of the military on society and to use this as a stepping stone to discuss how we collect and make available this information to foster the best thought on military institutions and their pervasive influence on our society. To do this MARS is beginning to examine ways of having conversations with colleagues across a range of institutions, specialties and collecting focuses. The Directory and Staff Ride program are the foundations on which we intend to further such cooperation and collaborative efforts. One other accomplishment we are proud of this year is our encouragement of diversity in our leadership. For the first time all of the officers of the MART with both be women and from non-Department of Defense repositories. This is a tribute to the effort the section has made to reach out across a wide range of institutions and collecting interests and is reflective of the rich diversity of the people and programs which make up our corner of the profession.

Goal 4: Meeting Members Needs

Here the Military Archives Section has laid a firm foundation that will carry us into the future. Survey responses included in this year's election ballot point to a strong sense that the section is meeting the needs of its members and will continue to do so in the future. Chief among these is the sense that professional help can be sought and found in a timely manner through the Section list serve. Others have pointed to the opportunities for networking, connection, and collaboration offered by the section. They have also mentioned the advantage of the annual staff ride program to trade ideas, deepen their knowledge military history, and network in a more leisurely environment. Also, mentioned were some of the initiatives to increase communication, particularly the effort to develop the directory. They also point to the willingness of the Section to look at new ways of promoting archival collections and raise the profile of these collections through non-traditional means. The Section remains committed to building of this foundation and plans in the coming year to expand the educational foundation of the staff ride program, develop more effective communication networks, and continue discussion on issues such as classification and descriptive standards that will increase access to military related collections and meet the informational and professional development needs of our members.

ANNUAL MEETING

Number of Attendees: 45

Summary of Meeting Activities: Report from Council Liaison Michelle Light Discussion of officer Elections Report on the Military and Related Collections Directory Discussion of Support for 100th Anniversary Commemorations. Initiated Conversations on Classified Documentation

Link to Meeting Minutes: <https://www2.archivists.org/groups/military-archives-section/mars-section-meeting-7272017>

QUESTIONS FOR COUNCIL

Section is likely to ask the Council to approve funds for the Section staff ride program. (\$1500)

Museum Archives Section

Council Liaison: Kris Kiesling

Report Submitter: Gregory Jackson

ACTIVITIES

Completed

Review and update content and organizational structure of the of “Standards and Best Practice Resource Guide” by the section’s Standards and Best Practices Working Group led by Megan Schwenke and Rachel Chatalbash and including approximately 20 members of the section. Making a special effort to include “born digital” resources, the working group added a new “Workflow Documentation” section and included more than 100 new resources. In addition, a page was created on the Museum Archives Section microsite to document past projects.

The Working Group also planned and hosted a half-day symposium on Wednesday, 7/26, in conjunction with the SAA annual meeting. The theme was museum archives “work in progress.” Presenters shared pilots, road-tests, and in-progress projects with attendees to answer questions on implementation to date as well as solicit feedback and suggestions on next steps. The symposium featured four case studies, four lightning round presentations, and small group discussion.

Ongoing

A new revision of Museum Archives: An Introduction (SAA, 2004) is ongoing with chapters authored/co-authored by 25 section members and edited by Susan Hernandez and Rachel Chatalbash.

New

The Working Group Project for the upcoming year (2017-18) is to design and execute a focused project regarding the management of analog and digital records held by the museum that are not in the care of the museum archives.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The forthcoming book, Museum Archives: An Introduction, advances advocacy by discussing, illustrating, and highlighting the importance of Museum Archives. The Standards and Best Practices Guide also includes a resource section on outreach and advocacy,

<https://www2.archivists.org/groups/museum-archives-section/7-outreachadvocacy>.

Goal 2: Enhancing Professional Growth

The Museum Archives Section enhances professional growth in several ways. The symposia (now seemingly annual) provide museum archivists with case studies, panels and discussion about various aspects of the profession. The Working Group’s Resource Guide for Best Practices make case studies, policies and procedures available to archivists and the semi-annual newsletters keeps section members up to date with archival activities in museums throughout the country.

Goal 3: Advancing the Field

The new Museum Archives book and the Symposium provide examples of best practices for the archival field in general and museum archivists specifically.

Goal 4: Meeting Members Needs

Symposiums provide an opportunity for knowledge sharing and opportunities for members to present new

and important findings and information. Our semi-annual newsletter keeps member informed of projects, case studies and upcoming events as well as experiences of section members and our discussion lists provide a venue for members to ask for and receive information about various topics in the archival field.

ANNUAL MEETING

Number of Attendees: 72

Summary of Meeting Activities: The Museum Archives Section business meeting was held on Friday, July 28, 2017 at the Portland Convention Center. Updates were provided by Jackie Dooley (OCLC Research), and SAA Council Liaison Kris Kiesling. New steering committee members were recognized and outgoing members thanked. Reports were presented by outgoing Web Liaison Rebecca Morgan, incoming Chair Greg Jackson, Recording Secretary Tamara Gaydos and Best Practices Working Group co-leader Megan Schwenke. No new business was raised from the floor. Two follow-on announcements were made by Sally Brazil and Susan Anderson Lacquer regarding crowd-funding examples and development and fundraising, respectively. The Standards and Best Practices Working Group met afterward to discuss possible projects for the year.

Link to Meeting Minutes: <https://www2.archivists.org/groups/museum-archives-section/meeting-minutes>

Native American Archives Section

Council Liaison: Amy Cooper

Report Submitter: Jonathan Pringle, Immediate Past Chair

ACTIVITIES

Completed

Finalized plans for a session at SAA's Liberated Archive (Portland 2017).

Ongoing

Discussions around the future of the Protocols for Native American Archival Materials and a new publication that can be a compendium for the document. Case studies are being discussed as an opportunity to help individuals understand how the protocols can be implemented at repositories.

New

More concrete action and a proposal for a publication around the Protocols; engaging the NAAS listserv and subscribers with opportunities to be part of the process and possibly be co-authors. Reinvigorate the NAAS leadership with new voices and initiative.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The NAAS continues to advocate and facilitate the connections between Indigenous archival materials in non-Indigenous repositories with its users. This includes examining respectful forms of acquisition, appraisal, processing, preservation, and access.

Goal 2: Enhancing Professional Growth

Professional growth is exemplified through the advocacy work for the Protocols for Native American

Archival Materials, as well as sharing of resources and documents from other institutions engaged in similar work.

Goal 3: Advancing the Field

Promoting respect and understanding, and highlighting the need to break down barriers between Indigenous communities and non-Indigenous repositories is critical to how archivists engage in meaningful conversations and teach other colleagues about how this work can be done.

Goal 4: Meeting Members Needs

We solicit new ideas through the listserv and encourage new ideas to emerge through this medium. Other projects are brought to our attention and we will share them with the members. A formal survey has not been done to solicit how the NAAS is meeting the needs of its members, but this could be something we explore in the future.

ANNUAL MEETING

Number of Attendees: 45

Summary of Meeting Activities: At the most recent meeting, the group discussed sessions related to Indigenous materials at Saturday's Liberated Archive forum. The goal was to find common themes between the three sessions and bring them together at the afternoon's Unconference gathering. The SAA Council liaison apprised the group of developments with Council, as well as provided the NAAS with recommendations for soliciting new leaders. A significant amount of time was spent discussing the future of the Protocols for Native American Archival Materials with attendees and what the section could do to continue to promote them. A project with the Carlisle Indian School was mentioned, in addition to a proposal from ARL related to Indigenous knowledge in Wikimedia/Wikipedia. The section meeting closed with a brief proposal to change the section name to the 'Indigenous Archives Section,' but there was little time for any followup on this.

Oral History Section

Council Liaison: Brenda Gunn

Report Submitter: Mary Larson and Amanda Pellerin

ACTIVITIES

Completed

SAA Oral History Project -- The collection was created by the Oral History Section to mark SAA's 75th anniversary, and consists of 22 interviews of SAA leaders. Beginning in 2009, volunteers conducted interviews with SAA leaders to document the development and future directions of SAA and the archival profession. Under the guidance of Lauren Kata, who served as one of the project coordinators, volunteers organized the material, compiled basic metadata, and created first/initial drafts of transcripts to accompany interviews. In May 2015, Council approved a grant to hire an intern at the UWM Libraries, home to the SAA archives, in order to complete the project and create a digital collection. The digital collection is hosted using the UWM Digital Collections platform CONTENTdm; interviews are indexed and presented with synchronized transcripts using OHMS, a web application developed by the Louie B. Nunn Center for Oral History at the University of Kentucky Libraries. The digital collection features video recordings of 20 interviews, full transcripts both in PDF format and synchronized with video

recording, and keywords and titles describing interview segments. Much of the work to make the material accessible online was accomplished by project intern Treshani Perera. The complete collection can be viewed at <http://collections.lib.uwm.edu/cdm/search/collection/saa>. While the online collection was launched in August 2016, work on the project as a whole had not yet been completed. There were some interviews that had not yet been submitted to the archives at UWM, and those needed to be identified, located, and then properly deposited. All of this was accomplished with the remaining oral histories, so the collection at UWM is now complete. (Some language for this portion of the report was excerpted from the section newsletter article on the digital project launch.) Reworking of parts of the section minisite - The site categories and format had not been updated in a while. We foldered some information so that it was more easily discoverable, and we created a new category for past projects as a way of archiving initiatives that had reached completion some time ago.

Ongoing

The section continues to keep an eye on the evolving situation with IRB regulations and oral history, particularly as changes to the common rule are slated to be implemented at the beginning of 2018.

New

1. Work with Lauren Kata to determine a strategy to sustain and promote The SAA Oral History Section Project and Online collection at University Wisconsin-Milwaukee <https://uwm.edu/lib-collections/saa/> (SAA Strategic Goal 1)
2. Collaborate with the Oral History Association Metadata Task Force in their environmental survey of descriptive practices in the OH field and see how we can collaborate. (SAA Strategic Goals 2-4)
3. Explore options and possibilities to stream line communication output by the section for our members. (SAA Strategic Goal 1 & 4)
4. Institute an annual State of the Practice of Oral History report (SAA Strategic Goals 1-4)
5. Determine if any of the projects above or other TBD project require additional funding and meet the SAA Component Group Funding Request requirements.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The section has kept members apprised of the many requests for comment re: proposed changes to IRB governance of oral history methodology. As a result, many individual section members have been involved over the last few years in the change that will be occurring at the beginning of 2018.

Goal 2: Enhancing Professional Growth

The section programming for this year's annual meeting focused on ways that practicing oral historians are expanding their approaches to the methodology.

Goal 3: Advancing the Field

The oral history project interviews with long-time archivists provide insight into changes in the field over time as well as offering the views of experts on future directions for archival practice.

Goal 4: Meeting Members Needs

Through the newsletter, the section list, programming, and the revisions to the website, we have attempted to keep members apprised of changes, developments, and opportunities related to oral history archives and archiving.

ANNUAL MEETING

Number of Attendees: ~60

Summary of Meeting Activities: The business meeting consisted of the Chair's welcome, SAA Council Liaison updates, the introduction of incoming officers, and a report from the Oral History Association's Metadata Task Force. After the business meeting, the section heard presentations from Katrina Vandeven with the Women's March on Washington Archives Project, Sarah Loose of Amamantar y Migrar (Breastfeeding and Migration) and Groundswell, and Laura Lo Forti of The Vanport Story Oral Project and Groundswell. All three shared the mission of their projects and discussed them in the context of the session topic: the role of oral histories in documenting social movements and strategies for conducting oral history interviews in the moment.

Performing Arts Section

Council Liaison: Steven Booth

Report Submitter: Elizabeth Surles

ACTIVITIES

Completed

The Performing Arts Section published two issues of its newsletter, "Performance!". Members of the PAR Steering Committee also participated in discussions with members of the Music Library Association regarding the longevity of federal performing arts-related agency data under the new Presidential administration. The outcome of these discussions was the upload of potentially vulnerable IMLS and NEH datasets and digital assets to DataRefuge and other open digital repositories for safeguarding and preservation. (NEA datasets were being protected already.) The section also hosted an information session about a grant-funded program for disaster-preparedness for arts organizations and a presentation about an initiative at Denver University.

Ongoing

The Performing Arts Section continues to work with the Music Library Association's Working Group for Archival Description of Music Materials on development of a DACS supplement for notated music, which is expected to be complete in 2018. The section will also continue to publish two issues of "Performance!" each year.

New

The Steering Committee is still finalizing its goals for the year.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Both our newsletter and our data-rescue efforts contribute to SAA's first goal.

Goal 2: Enhancing Professional Growth

The section newsletter provides the best example of our efforts to enhance professional growth.

Goal 3: Advancing the Field

Our work with the Music Library Association working group is helping advance knowledge of best-practice description of notated music.

Goal 4: Meeting Members Needs

We are responsive to the requests of SAA PAR Section members and use our email discussion list to support our membership through collaborative problem-solving.

ANNUAL MEETING

Number of Attendees: 37

Summary of Meeting Activities: The meeting included member updates and presentations on disaster recovery and a section member's work to promote a performing arts collection.

QUESTIONS FOR COUNCIL

The section was concerned about the decision to host the 2019 conference in Austin, given the discriminatory legislation issues presented by Council. This issue has since been resolved, but section members were in support of avoiding conference locations where these sort of issues might emerge.

Preservation Section

Council Liaison: Brenda Gunn

Report Submitter: Frances Harrell

ACTIVITIES

Completed

Educational bookmarks for annual conference

Tweet Up event for Preservation Week

May Day fundraiser for NDRF Silent auction fundraiser for NDRFA at Annual Conference

Ongoing

All of the above. Will be expanding coordination with the SAA board on NDRF fundraising and awareness.

New

To be determined

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Tweet up for Preservation Week and coordinated fundraising for the National Disaster Relief fund have both provided visibility and advocacy for archives.

Goal 2: Enhancing Professional Growth

The program at the Preservation Section meeting was focused on practical balance of preservation and access for patrons, inspiring new ways of integrating these core functions on the ground. Educational coloring bookmarks provided a fun way to spread preservation knowledge throughout the field.

Goal 3: Advancing the Field

The Preservation section has supported advancement of the field by increasing our outreach activities in the past year in order to support the NDRF, increase preservation knowledge in our community of

colleagues, and hosting discussion at the annual meeting to push the boundaries of what preservation can be in an institution.

Goal 4: Meeting Members Needs

The Preservation Section has tried to meet members professional development needs through dissemination of preservation information, as well as support archivists in crisis after an emergency through fundraising for the NDRF. We have also tried to form a bond with allied professionals who also work with collections through a deeper engagement with Preservation Week.

ANNUAL MEETING

Number of Attendees: 75

Summary of Meeting Activities: Panel discussion about preservation in the reading room followed by break out discussion groups to explore best practice ideas that are realistic and practical for institutions with strong public service missions.

QUESTIONS FOR COUNCIL

We would like to request funds to continue producing the Agents of Deterioration coloring bookmarks series. \$800 should cover the final 6 designs, including shipping.

Through casual conversation among the Steering Committee, I have heard concerns that preservation (especially in the material collections sense, rather than digital preservation) is very underrepresented in both conference sessions and the workshop curriculum. Member-At-Large Anastasia Matijkiw proposed and facilitated a pop-up session on low budget preservation tips at this year's conference and had over 80 attendees. We believe this demonstrates an interest and need in topics and discussions that focus on the core function of preservation in an institution. We would look forward to discussing this further with the Council, if you would like.

Privacy & Confidentiality Section

Council Liaison: Courtney Chartier

Report Submitter: Jeremy Brett

ACTIVITIES

Completed

The establishment of a microsite, at <https://privacyandconfidentiality.wordpress.com/>.

Ongoing

The ongoing expansion of a P&C-related bibliography.

New

Still to be determined.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

By initiating and carrying on conversations related to P&C, which are key archival concerns, we help

archivists to understand P&C concerns better and be able to articulate them to their institutions and communities.

Goal 2: Enhancing Professional Growth

We are expanding our P&C-related bibliography, which will be a useful reference source for archivists. We also provide a forum for people to ask questions of their colleagues related to P&C issues.

Goal 3: Advancing the Field

We are expanding our P&C-related bibliography, which will be a useful reference source for archivists. We also act as a network for archivists to exchange ideas and opinions.

Goal 4: Meeting Members Needs

We are widening our range of communication options by having created a new P&C microsite that will contain blog posts and news items, expanding members' knowledge of P&C issues and allowing them to initiate/participate in relevant discussions.

ANNUAL MEETING

Number of Attendees: c. 80 people (joint meeting with Acquisitions and Appraisal Section)

Summary of Meeting Activities: Both the A&A and the P&C Sections listed their activities for the past year. Most of the meeting was given over to two invited speakers - Dalila Mujagic from WITNESS (www.witness.org), who discussed challenges for protecting the privacy of endangered communities while collecting video documentation depicting human rights violations. Rachel Mattson from XFR Collective (www.xfrcollective.wordpress.com/) followed by sharing appraisal and privacy issues as they emerge in the context of a) low-budget community-based archival initiatives (such as the XFR Collective) and b) police-worn body camera footage.

Public Library Archives/Special Collections Section

Council Liaison: Amy Cooper Cary

Report Submitter: Jennifer Sharp

ACTIVITIES

Completed

We focused on bringing the section back to life, with steering committee members participating in blog posts and posting to the listserv. For the annual meeting we had a panel discussing the differences between interviewing for a public library archives job and jobs in other sectors of our profession. The idea came from a discussion on the listserv.

Ongoing

The steering committee will be contemplating the best way for the group to move forward. It is difficult for many PLASC members to attend the annual meeting, and it may be that converting to a virtual group would be in the best interest of the section.

New

The steering committee has many new faces, and therefore a new focus. I look forward to seeing what they have in mind for the year!

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

As a way of helping public library archivists-to-be, our session at SAA was focused on interviewing for positions in our segment of the profession. We were fortunate to elect new steering committee members who are professionally active, and will be able to do even more advocating in the upcoming year.

Goal 2: Enhancing Professional Growth

Over the course of the year we shared ideas with the section with regard to creative ways to use collections. One example is a blog post by Steering Committee Member Heidi Butler:

<https://localhistoryrt.wordpress.com/2016/10/31/sharing-some-archives-love/>

Goal 3: Advancing the Field

We were able to keep this section active; we made sure people knew it existed, and could turn to the public library archives community with questions. It was a "small step" rather than a "giant leap."

Goal 4: Meeting Members Needs

It is rather amazing that we were able to pull off an annual meeting session without any members of the steering committee present. None of us had adequate travel funds, particularly those not working in archives. Our liaison, Amy Cooper Cary, went out of her way for us, attending the entire session. Past chair Jamie Seemiller graciously jumped in at the 11th hour to run the meeting. Though we may not have met the needs of our section members in the ways other groups are able to do, we did the best we could. Undoubtedly we were the recipients of the "culture of inclusiveness and participation."

ANNUAL MEETING

Number of Attendees: About 30

Summary of Meeting Activities: Introductions, election results, panel discussion, and other business.

QUESTIONS FOR COUNCIL

We have enjoyed a great relationship with our Council liaison, who has been handling our many questions over the past year!

Recorded Sound / Audio and Moving Image Section

Council Liaison: Bergis Jules

Report Submitter: Eric Cartier

ACTIVITIES

Completed

Identifying and inviting a copyright expert to speak at the 2017 annual meeting.

Ongoing

Annually publishing issues of the Recorded Sound newsletter.

New

There were no new suggestions in person at the 2017 annual meeting, but feedback via the recent election ballot and any forthcoming ideas are welcome, such as exploring free or low cost educational webinars.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Publishing another issue of Recorded Sound, the newsletter dedicated exclusively to featuring articles about managing, preserving, and digitizing archival audiovisual assets.

Goal 2: Enhancing Professional Growth

Inviting members to publish articles in Recorded Sound, to serve on the Steering Committee, and to promote their AV sessions at the SAA annual meeting, any of which both enhances one's CV and benefits the archival AV community.

Goal 3: Advancing the Field

Maintaining professional networks with key members of the International Association of Sound and Audiovisual Archives, the Association for Recorded Sound Collections, and the Radio Preservation Task Force.

Goal 4: Meeting Members Needs

Via the listserv, through the collective knowledge of its participants, continuing to foster discussions and connections regarding challenges and solutions in AV asset management.

ANNUAL MEETING

Number of Attendees: 74

Summary of Meeting Activities: Eric Cartier and Tre Berney led the meeting, conducting new and old business, welcoming comments from American Archive of Public Broadcasting project members, and reading updates from ARSC and IASA. The major highlight was the 35-minute discussion about AV copyright guidelines and the Section 108 project that Peter Hirtle led, because attendees participated freely and asked questions that generated interesting conversations. Another highlight arrived at the end of the meeting, when Jesse Johnston from the National Endowment for the Humanities noted that his agency is eager to support AV digitization projects, and he invited people to talk to him about pursuing funding opportunities.

Records Management Section

Council Liaison: Erin Lawrimore

Report Submitter: Beth Cron

ACTIVITIES

Completed

The Schedule Blog RMS Steering Committee members and guests posted several times throughout the year on various topics, including a series on Resourceful Records Managers, revising a records retention schedule, RM outreach, RM training approaches, the RM bibliography, a series on open source tools for RM, body worn camera legislation, and auditing RM. Records Management Section Google Hangouts The RMS hosted several Google Hangouts throughout the year, including: Open Source Records Management Tools Police-Worn Body Camera Footage Managing Presidential and Federal Records

Ongoing

The RMS will continue to produce Google Hangouts and post to The Schedule blog. Records

Management Bibliography in Zotero The RMS Steering Committee has been working to update the Records and Information Bibliography that was first published in 2008. We chose to make this new version accessible through Zotero so it can be more dynamic and collaborative. Earlier this month, we put out a call for volunteers to assist us with revisions. We would greatly appreciate volunteers to help us with broken links, removal of dated or inaccessible resources, and adding recent studies and articles that have been overlooked. Volunteers can submit individual items for inclusion or do a more systematic search through a particular journal to find resources we'd like to include in our bibliography, such as a search through American Archivist, the Canadian Journal of Information and Library Science, the Journal of the Society of Archivists, or the Information Management Journal (ARMA). Those interested can contact Courtney Bailey for more information.

New

The RMS is:

- looking for future ideas for Hangouts
- placement of RM in institutions, how to leverage an MLIS degree into RM
- Increasing guest contributions to blog
- Putting together records management resources like training, policy, schedules, etc.
- Consolidating bigger topics to do blog series
- Starting an effort to make sure all posts to the listserv receive a response.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

By providing a space to discuss records management topics, the RMS ensures SAA members understand the importance of RM for their institutions. RMS encourages discussion of current issues in records and information management and promotes better understanding of the importance of collaborative efforts between archivists, records managers, and other information professionals

Goal 2: Enhancing Professional Growth

RMS provides opportunities for members to participate in Google Hangouts. They can view speakers on relevant topics and ask questions through YouTube, Twitter, and the blog. Because members have limited budgets and are around the country, the RMS takes advantage of free tools commonly available.

Goal 3: Advancing the Field

The RMS launched the Zotero bibliography to have one place for members to look for authoritative sources on records management topics. This has been a significant effort for the working group and we hope to encourage the participation of members to continue to build this resource. The RMS also continues to discuss how to work with RM adjacent organizations such as AIIM, ARMA, NAGARA, and regional records associations.

Goal 4: Meeting Members Needs

The RMS Steering Committee is starting an initiative to make sure all posts to the Section listserv receive a helpful response. Often listserv members ask basic questions about records management and this is a good educational opportunity.

The RMS launched a blog series on Resourceful Records Managers to share experiences of successful records managers so others can learn from their experiences.

ANNUAL MEETING

Number of Attendees: About 125

Summary of Meeting Activities: The Records Management Section held a joint meeting with the Electronic Records Section. We had a very full room! I think the collaboration between the two sections ensured that folks who wished to attend both sections were able to do so. The topic of the meeting was managing email. This is a topic that continues to come up and we thought attendees would be very interested in hearing about new initiatives and approaches. Sarah Demb, Records Manager at Harvard University was up first. She provided an overview of Harvard's approach to email appraisal. She discussed how their approach was not specific to email. They looked at email in systems not just as "correspondence" in schedules, and how they took exports of who systems. Next, Chris Prom provided an update on the Task Force on Technical Approaches to Email Archives, a Mellon Foundation sponsored project. The project has a drafty draft out for review and he encouraged attendees to go review the report and provide comments. Finally, Camille Tyndall Watson presented on the Transforming Online Mail with Embedded Semantics (TOMES) project at the State Archives of North Carolina. We then had plenty of time for Q&A. The ERS and RMS section leaders thought this was a good approach to the meeting and we received good feedback.

Reference, Access, and Outreach Section

Council Liaison: Brenda Gunn

Report Submitter: Su Kim Chung

ACTIVITIES

Completed

Created new and updated RAO blog on WordPress and posted several steering profiles and 23 Things blog posts. Re-started the History Day subcommittee and transferred over some of the old information into a new website. Successfully completed second TPS unconference at SAA Annual Meeting.

Ongoing

Continue to post regular RAO communication through blog posts, plan for next TPS unconference.

New

Changed bylaws to develop new communication committee structure within RAO that will enable us to communicate more effectively with RAO members on a monthly basis. Work with RBMS-SAA Guidelines for Primary Source Taskforce to implement a new case study series that will be hosted on the RAO micro-site and peer reviewed by RAO members, and edited (initially) by Bill Landis.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

As a section, we are the voice for our members with regard to RAO-related issues in SAA when they have arisen and we also provide practical guidance on advocacy through our Marketplace sessions and other educational info such as the blog and newsletter.

Goal 2: Enhancing Professional Growth

The RAO Section meeting at SAA (Sixth Annual Marketplace of Ideas) provided a series of six mini-sessions for attendees that focuses exclusively on RAO-related issues such as outreach and advocacy.

Because the conference itself does not always have as many RAO-related sessions, this can be very valuable to attendees.

Goal 3: Advancing the Field

The TPS Unconference is a unique conference that provides opportunities for RAO members to think creatively and strategically about instruction and teaching with primary sources. The TPS Committee itself is a model subcommittee and serves as a valuable resource for those wishing to make a difference in the archival instruction field. Members of the RAO TPS Subcommittee have made sure that they have a say in developing guidelines for archival education with regard to instruction.

Goal 4: Meeting Members Needs

Keep members informed regarding various issues of concern to archives and archivists regularly via the RAO-listserve and enable them to contribute their voices. We also provided practical content for our members via our Marketplace of Ideas.

ANNUAL MEETING

Number of Attendees: 75

Summary of Meeting Activities: Although we did introduce our new Chair-Elect and Steering Committee members, in order to focus on our section meeting program, we provided business updates in the newsletter and then had each "vendor" give a two minute summary of their presentation before we split into two groups. We were able to have two 20 minute rotations, and one 15 minute rotation during our reduced meeting time. Fast, Good, Cheap! Golden Grads Reunion Pop-Up Exhibit Megan Atkinson, Tennessee Technological University Lone Arranger & Olympic Gold [Advocacy 101] Teri Hedgpeth, U.S. Olympic Committee The Saga of Indie Preserves: Learning from Failed Community Outreach Norie Guthrie, Rice University Innovative Access Solutions for Born Digital Collections Erin Baucom, University of Montana Develop a Creative Event for Archives Month Celia Caust-Ellenbogen, Swarthmore College Kelsey Duinkerken, Thomas Jefferson University Hillary Kativa, Chemical Heritage Foundation Faculty/Student Outreach for Non-Academic Institutions Michelle Chiles, Rhode Island Historical Society

Research Libraries Section

Council Liaison: Kris Kiesling

Report Submitter: Lisa R. Carter

ACTIVITIES

Completed

With the business meeting, held a discussion session on archivists experiences working with the digital scholarship (including digital humanities and scholarly communications) initiatives in their institutions. By surfacing the diverse approaches to digital scholarship in research libraries, members of the section shared ways to enhance relationships, connect their collections, and advance this area.

Ongoing

Improving the section membership experience

New

Update and enhance the microsite Plan a robust program for next year's conference

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Our discussion topic at the 2017 meeting enabled archivists to better advocate for their role in their research library's digital scholarship environment.

Goal 2: Enhancing Professional Growth

By discussing the variety of ways research libraries are approaching digital scholarship and how various archives are intersecting with that, we enriched the professional development of section members.

Goal 3: Advancing the Field

Many archives exist within a research library and in our conversations online and at the annual conference, it is clear that having this section provides a venue where these archivists can learn from one another and find new insights in navigating the broader environment.

Goal 4: Meeting Members Needs

According to the survey that went out with the election ballot, most section members want more communication to be shared about what is going on in research libraries and how archives can connect to the bigger picture. This section can provide that communication forum.

ANNUAL MEETING

Number of Attendees: 30-35

Summary of Meeting Activities: OCLC solicited feedback on their evolving research agenda. Nominations for election were solicited. The majority of the meeting activity was a robust discussion about the role archivists can play in digital scholarship initiatives within their parent research libraries.

Science, Technology & Health Care Section

Council Liaison: Kris Keisling

Report Submitter: Todd Kosmerick

ACTIVITIES

Completed

1. The STHC newsletter editor revised the guidelines for the newsletter (Archival Elements) in order to facilitate greater exchange of information about STHC events and collections. The end result was a larger and more informative newsletter issued in July 2017.
2. STHC members continued to be a resource for issues specific to science, technology and healthcare.

Ongoing

1. In support of the SAA Statement on Diversity and Inclusion, we have initiated "Unsung Heroes in the History of STEM and Health Sciences," a web portal facilitating the exchange of information about collections documenting underrepresented and diverse persons and groups in STEM and health care.

2. In light of the transition from roundtable to section, we reviewed the STHC microsite and are developing a strategy to reorganize the information to make it more accessible to our membership.
3. STHC provides guidance for new policies and policy change, particularly related to access and privacy concerns related to healthcare records. An STHC member is the point person for the HIPAA Resource Page website, and some section members serve as liaisons with the American Association for the History of Medicine Ad Hoc Committee on Patient Records.
4. We have been encouraging membership participation in discussion of all STHC issues, events, and collections through the listserv. There were 166 messages/responses on the STHC listserv this past year, up from 90 in the previous year.

New

1. The section plans to submit an SAA session proposal about the Unsung Heroes project.
2. The section is hosting an intern (University of Maryland graduate student Mark Coulbourne), who will assist the web liaison with revisions to the STHC microsite.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Our newsletter continues to be a quality vehicle for reporting our actions and successful projects as science, technology and healthcare archivists. This past year the newsletter editor implemented new guidelines to facilitate exchange of information about STHC events and collections. Two new sections, "Asking the Archivists" and "News from Our Members," helped bring in more information about archivists working with STEM and health care collections. This year we also addressed the SAA Statement on Diversity and Inclusion by implementing the "Unsung Heroes" project to highlight collections documenting underrepresented and diverse persons and groups in STEM and health care.

Goal 2: Enhancing Professional Growth

The program presentation (this year 5 lightning talks about use of STEM and health care collections for classes and cross-disciplinary research) during the section's annual meeting has been well-received and generated good discussions by members. Program presentations have always been an important part of our annual section meeting, and we will continue to solicit speakers with relevant topics and keep our program presentations in line with the theme of the SAA annual meeting or within themes aligning with STHC membership interests.

Goal 3: Advancing the Field

STHC members have played an active role in providing guidance for new policies and policy change related to access and privacy issues in health care records. STHC members are actively involved with the HIPAA Resource Page website and the American Association for the History of Medicine Ad Hoc Committee on Patient Records.

Goal 4: Meeting Members Needs

STHC leadership remains dedicated to increasing new membership and promoting participation from section members by encouraging exchange of information on the listserv and through newsletter articles and by arranging interesting and relevant presentations during our annual meeting. One goal for the coming year is to reorganize the STHC microsite in order to facilitate membership access to information contained in it.

ANNUAL MEETING

Number of Attendees: 60

Summary of Meeting Activities: 1) Welcome by section co-chairs 2) SAA Council representative's report 3) Approval of 2016 Roundtable meeting minutes 4) Archival Elements (STHC newsletter) report 5) STHC website report 6) STHC listserv report 7) Heidelberg Workshop on Scientific Archives 8) Unsung Heroes project 9) STHC Section Program featuring 5 lightning talks about collecting STEM and health care holdings and using them for classes and cross-disciplinary research.

Security Section

Council Liaison: Audra Yun

Report Submitter: Bryan Whitledge

ACTIVITIES

Completed

Started the Archives Security Blog (<https://saasecuritysection.wordpress.com/>) in November 2016. We posted 15 items and had an average of 44 unique viewers and 63 page views per post through August 2017.

Proposed a change to the Steering Committee governance structure. This change, which was approved via a referendum in the July 2017 elections, did away with the Secretary position and made the Chair position a three-year position – year one as Chair-elect, year two as Chair, and year three and immediate past Chair.

Ongoing

Continue to serve section members by providing information and resources about protecting archives objects of enduring cultural value.

Continue to provide thoughtful information on the Archives Security blog as well as solicit volunteers for contributions about relevant news & topics of interest to the Archives Security blog.

New

Begin to fully explore the emerging field of cyber-security as it relates to the world of archives. As more and more institutions set up digital repositories, our knowledge in this field will become ever more valuable.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

We have regularly passed along calls for action and we have encouraged members to participate in meaningful ways. We have also had productive conversations on the listserv in which the Security Section membership offered advice to other archives professionals seeking guidance on security-related issues.

Goal 2: Enhancing Professional Growth

We have encouraged members to participate in leadership positions within section. We have recruited presenters for the annual meeting and have offered section members the opportunity to contribute their research to the Archives Security blog.

Goal 3: Advancing the Field

The Archives Security blog has allowed a wider audience to engage in conversations related to protecting archives, which has in the past, primarily been conducted through the Section's listserve.

Goal 4: Meeting Members Needs

We have solicited section membership opinions about the format and content of the annual meeting. We also had productive conversations on the listserve in which Security Section members provided a good deal of advice on best practices related to archives security.

ANNUAL MEETING

Number of Attendees: 26

Summary of Meeting Activities: Reviewed the Archives Security blog and solicited contributions from the membership. Had three ten-minute guest presentations – 1) Easing the transition to more security-focused reading room policies, 2) make a security a focus from the onset when building a digital repository, and 3) responding to cases of insider theft. Finished the meeting with an open forum where general topics of archives security could be asked and the collective wisdom of the group could respond.

Link to Meeting Minutes:

<https://www2.archivists.org/sites/all/files/Security%20Section%20Meeting%20Minutes%2026%20July%202017.docx.pdf>

Students and New Archives Professionals Section

Council Liaison: Erin Lawrimore

Report Submitter: Kelly Kietur

ACTIVITIES

Completed

- Student Chapter Manual
- For SAA Annual Meeting 2017
 - Sponsored Lunch Buddies spreadsheet
 - Sponsored Rideshare/Roomshare spreadsheet
 - Outgoing chair and incoming vice-chair met with student chapter leaders
 - Collected Annual Meeting conference session summaries
- Coordinated with the Business Archives Section for a Twitter chat and presentation at the Business Meeting

Ongoing

- Blog series: Year in the Life, Ask an Archivist, controlaccess, On the Job Training, Student Experience
- #snaprt Twitter chats

New

The Steering Committee has not set its formal agenda for 2017-2018, but anticipates pursuing the following general goals:

- Continue to develop new social media series and posts of interest to SNAP members.
- Work with SAA staff to improve and coordinate SAA outreach to students.
- Consider and implement new strategies for advancing diversity and inclusion within SNAP Section
- Advocate for SNAP constituents at all levels of the profession

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

SNAP members advocate directly to members of the public and peer professions in blog posts, scheduled Twitter chats, joint webinars, and speaking programs at student chapters, regional, and annual meetings. Key concerns for SNAP constituents and leaders historically include access to employment and equitable pay, access to quality education, and diversity of the profession. SNAP leaders also advocate within SAA to ensure that students and new professionals are represented in conference presentations, published literature, and leadership roles across the organization.

Goal 2: Enhancing Professional Growth

Early career development and innovative case studies are a key focus of SNAP blog posts, Twitter chats, and lightning presentations at the annual meeting.

Goal 3: Advancing the Field

In 2016-2017, SNAP leaders pursued informal collaborative partnerships with peers in allied professional organizations at the national and regional level. Equipping student chapters to better engage their members is another key priority. Historically, SNAP has been particularly active in identifying the need for new guidelines and best practices around internships, early-career jobs, graduate education programs, certification, and post-graduate continuing education opportunities. These are ongoing priorities.

Goal 4: Meeting Members Needs

This goal represents SNAP's primary contribution to members. SNAP helps SAA staff and other roundtables communicate effectively with students and new professionals, creating regular communication venues and opportunities for non-traditional dialogue. SNAP creates opportunities for students and new professionals to learn about scholarly publishing and research, meet mentors, engage with SAA governance, access elected and appointed leadership opportunities, and work directly with professionals in other sections.

ANNUAL MEETING

Number of Attendees: about 50

Summary of Meeting Activities: - Brief introduction - Jamie Martin, IBM Corporation
 Archives/Business Archives Section Chair - Introduction of new Steering Committee members/thanking outgoing members - Student Chapter Manual - Council Report - Erin Lawrimore - Lightning Talks - Greta Pittenger; Gayle Schechter; Ryan Leimkuehler; Valencia Johnson, Will Clements, and Kathryn Antonelli

Visual Materials Section

Council Liaison: Amy Cooper Cary

Report Submitter: Gerrienne Schaad

ACTIVITIES

Completed

- On October, 2016, several Section members served as "resident experts" and participated in "Ask An Archivist Day," monitoring the SAA and VMS Twitter feeds and answering questions about visual materials.
- The Chair hosted the midwinter meeting in Lakeland Florida on February 12-13, 2017, during which time the six attendees planned out the year ahead and discussed new and old projects.
- The Section's Communications Committee, led by Kim Andersen, was very active during this year, posting announcements as well as trying to beef-up our social media presence. The Views newsletter team published three content-rich and visually beautiful issues, while changing our format to a twice yearly, more content, less news format.
- Nicola Shayer, the section intern attended meetings and conference calls, taking minutes and helping offering opinions. She also helped with local arrangement efforts for the annual meeting.
- The Chair and Chair-Elect posted an internship description and reviewed applicants, and in August the Section's new intern, Angela Schwarz will begin her term.
- The annual meeting was held August 4. There were 164 attendees from a wide variety of institutions. Full minutes can be found on the Resources page of the VM Section's web site at <http://www.saaavms.org>. During the business portion, membership heard Committee reports, and got an update from Stephen Fletcher's new digital photograph workshop. Then we had a Pecha Kucha session with 5 members talking about various collections. As part of the SAA annual meeting, the Section also held office hours in the Expo Hall on July 28.

Ongoing

- We awaited word from Council on the new Bylaws template which came through in early summer. There was no time to change the bylaws to vote on them during the annual meeting in July. Schaad will chair an ad hoc committee to bring the current VM bylaws into alignment with the new template.
- Ongoing efforts are being made to advertise and move over members of the Berkeley Visual materials list serv to the SAA VMS list.
- The Section has begun an update of the VMS bibliography, which will include the latest resources on working with visual materials, and will identify gaps in guidelines or information that the Section can address; this updated resource will be shared with the ICA-PAAG (International Council on Archives' Photographs and Audiovisual Group) Steering Committee, which is planning an update of their resources.
- The Communications Committee continues to develop and refine the Section's vision for its social media outlets, which now include Facebook, Instagram, and Twitter, as well as its web site and newsletter.

New

- Sandra Varry and Nikki Shayer are creating a survey on social media for the section.
- A joint meetings with the Visual Materials Section and the Recorded Sound RoundTable – now the Audio and Moving Image Section and the Visual Materials Cataloging and Access Section.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

- To promote the value of visual materials archives and archivists, the VM Education Committee is currently updating the Photography bibliography to share with members and additionally the International Council on Archives' Photographs and Audiovisual Group Steering Committee

Goal 2: Enhancing Professional Growth

- Sponsored a Pecha Kucha session during the VM annual business meeting which allowed members a chance to present to peers, and for attendees to learn about collections and projects others are working on
- Disseminated content on best practices, techniques, new standards, and newsworthy events through its website, email list, and newsletter
- Supported the development of annual meeting session proposals on visual materials
- Recruited our intern to take a leadership position with the steering committee

Goal 3: Advancing the Field

- Launched an update of the VMS bibliography, which will include the latest resources on working with visual materials, and will identify gaps in guidelines or information that the Section can address; this updated resource will be shared with the ICA-PAAG (International Council on Archives' Photographs and Audiovisual Group) Steering Committee, which is planning an update of their resources.
- One of our goals for the next year is developing increased collaboration with other groups such as the the Visual Materials Section and the Recorded Sound RoundTable – now the Audio and Moving Image Section and the Visual Materials Cataloging and Access Section.

Goal 4: Meeting Members Needs

- Communicating proposals, planning, events, meeting minutes and other activities to its membership with transparency and timeliness
- Monitoring and developing social media outlets in order to offer them as effective sites for shared communications among Section members and allies
- Inviting member feedback throughout the year via distributed emails, surveys, and during the annual meeting
- Supporting new professionals by offering them an inclusive environment, holding breakfast meet-ups and a meeting dinner (at annual), and encouraging participation in Section leadership especially through a committee intern

ANNUAL MEETING

Number of Attendees: 164

Summary of Meeting Activities:

1. The Chair opened meeting with announcements and introduced the new intern, and spoke about VMS efforts of the last year
2. Committees on Communication, and Election gave their reports.
3. James Eason spoke about the VisualMats list and how non SAA members can now join the SAA Visual Materials List
4. Schaad introduced the Pecha Kucha session which consisted of James Eason showcasing a photograph collection of the Panama Canal opening with nitrate negatives, ledger books, scrapbooks,

and glass plates and challenges of processing and cleaning the collection. Elizabeth Clemons showcased the Tony Spina collection, a photograph collection depicting Detroit photos from the 1950s and 1960s. Next up was Annemarie van Roessel describing a photograph collection by Edward J Kelty from NYPL, of different circus troops across the country ranging from 1928-1936. Tess Colwell showcased maps from the Brooklyn Historical Society when they digitized those scrapbooks and finally, Matt Mason from Yale showed early images of the Portland area.

Link to Meeting Minutes: <http://saavms.org/resources/>

Visual Materials Cataloging and Access Section

Council Liaison: Kris Kiesling

Report Submitter: Kait Dorsky

ACTIVITIES

Completed

Shifted from Roundtable to Section, including updates to microsite and documentation.

Ongoing

Submission of "Voices from VMCAS" article to the VM section's biannual publication Views.

Maintenance of active listserv, including section and professional updates and news, as well as serving as a platform for advice and collaboration.

New

None.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Engage members in dialogue via our listserv and section meeting regarding the needs and activities of our membership. Particularly, distribution of and participation in initiatives and petitions regarding the place of archives and archivists in larger social issues.

Goal 2: Enhancing Professional Growth

Organized annual meeting at SAA 2017, which primarily featured presentations by professionals working with a wide variety of visual materials, discussion of the metadata standards used and ideas/challenges, and a productive discussion with attendees. Wrote two "Voices from VMCAS" articles for the VM Section newsletter Views. Each article featured an interview with an archivist working on visual materials-related project or collection.

Goal 3: Advancing the Field

Created and maintain list of cataloging resources on our microsite for those working with visual materials. Distribution of information and ideas via our listserv, which also serves as a forum for collaboration.

Goal 4: Meeting Members Needs

Respond to questions posed by members on our listserv regarding visual materials cataloging and associated issues, providing collaborative problem solving and idea sharing. Provide annual meeting as an in-person forum for presentation of VM projects and dialogue among professionals. Send out presentation slides to listserv for those who could not attend SAA annual meeting.

ANNUAL MEETING

Number of Attendees: 109

Summary of Meeting Activities:

1. Welcome Section Business and Updates
 - a. Introduce incoming Chair and Chair-Elect
 - b. Solicit volunteers for Voices from VMCAS articles
 - c. Update from SAA Council Liaison Panel
2. Topic: Metadata for digitization of still and moving VM, and discussion of VM metadata standards
 - a. Jennifer Hecker, Austin City Limits Archives, KLRU-TV
 - b. Cathleen Lu and Hillary Kativa, Othmer Library of Chemical History
 - c. Paula Jeannet Mangiafico, Duke University
 - d. Todd Swanson, Walt Disney Archives Question & Answer

Web Archiving Section

Council Liaison: Bergis Jules

Report Submitter: John Bence

ACTIVITIES

Completed

- Member Education Survey (January 2017)
- Webinar: "An Introduction to Web Archive APIs" with Jefferson Bailey, Internet Archive (April 2017)

Ongoing

- Enhancing educational offerings to members resulting from survey results

New

- Organize tutorial webinars (2 or 3)
- Refurbish the section's blog and re-launch the regular round-up
- Amend the section's standing rules to create opportunities for student leadership
- Plan and, depending upon our findings, produce at least one DIY Web Archiving Workshop for anyone to use and start web archiving on their own schedule

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Our twitter remained active throughout the year, informing members of new developments in the ever-changing field of preserving web content as well as ensuring the value of web archiving was being communicated beyond our regular channels.

Goal 2: Enhancing Professional Growth

The education survey sought to understand members' goals and expectations when it comes to educational offerings from the Section and will aid in enhancing those offerings in the coming year.

Goal 3: Advancing the Field

The webinar on APIs introduced many archivists to APIs they can use to augment their local practice when it comes to web archiving.

Goal 4: Meeting Members Needs

Changes made this year streamlined the blog and the microsite and the twitter account continued to be active, making it easier to access Section resources.

ANNUAL MEETING

Number of Attendees: $50 > X < 75$

Summary of Meeting Activities:

1. Opening: John Bence
2. Panel discussion on archiving web-accessible data at risk for being taken down featuring: Jefferson Bailey, Internet Archive; Shari Laster, UCSB; Max Ogden and Danielle Robinson, Data Rescue Portland.
3. Introduction of new steering committee members and standing rules changes
4. Open floor for audience participation. Jackie Dooley from OCLC plugged their new Web Archiving Metadata Guidelines.
5. Closing

Women Archivists Section

Council Liaison: Audra Eagle Yun

Report Submitter: Bethany Anderson

ACTIVITIES

Completed

Twitter chats: The WArS section steering committee hosted several Twitter chats over the year, including a post-election Twitter chat, a joint chat with SNAP on women in leadership, and new Twitter chat series called First Friday Feminism on intersectional feminism

WArS/SAA Salary Survey: The Salary survey was developed in response to member interest in salary data about the archives profession as well as data about women archivists across intersectional identities. The survey was conducted through SurveyMonkey, and was distributed by SAA to members via listservs and made available on websites (including the SAA site and the WArS blog) from April 17, 2017 to May 17, 2017. Members of the WArS Steering Committee distributed the survey to various regional archival organizations, as well. Redistribution of the survey was done once a week during the survey period. To reach non-members, the survey was also shared on social media, including the WArS Twitter account. Overall, the survey had 2430 respondents, with 2170 completing the survey. The 2170 completed responses were used in the analysis. The Salary Survey report by Eyre & Israel, LLC, is available here: https://www2.archivists.org/sites/all/files/WArS_Salary_Survey_Report.pdf

Social Media Use (Facebook, Twitter)

Facebook: 802 followers

Twitter: 2,391 followers

Blog Guest Posts:

Project spotlight: The section sent out a call to highlight member's projects through guest posts on the blog (see, for example, Women's March on Washington Archives Project, <https://womenarchivistsroundtable.wordpress.com/2017/01/10/project-spotlight-womens-march-on-washington-archives-project/>)

Social Media Guide for the SAA annual meeting: The steering committee created a social media guide for both members attending the annual meeting in Portland, and those not attending: <https://womenarchivistsroundtable.wordpress.com/2017/07/24/wars-social-media-guide-for-saa/>.

Ongoing

WArS will continue to engage in areas of interest to our members, such as women and leadership, salary equity, career advancement, mentoring and internships, and continue to advocate for inclusion and equality across the archives profession for all

Salary Survey: While the 2017 WArS/SAA Salary Survey report was released in July 2017, the WArS steering committee will continue advocating for equitable hiring practices

Social Media: WArS will continue to engage with its members around issues that affect women in the profession via its listserv and social media accounts:

WArS Twitter Account: @WomenArchivists

WAR Facebook page: <https://www.facebook.com/WARchivists>

WArS Blog: <http://womenarchivistsroundtable.wordpress.com/>; we will continue to ensure the blog is a space where members can engage in the aforementioned issues and new topics that arise through guest posts

Twitter: As noted above, WArS engages members through Twitter chats in discussions about women and leadership, intersectionality, and other topics of interest to members; the section will continue its "First Friday Feminism" Twitter chat series on intersectional feminism

Child Care Initiative: We will continue to advocate for child care support and the availability of a lactation rooms at the SAA annual meeting

New

Salary Survey: The WArS steering committee is currently exploring ways of using the results of salary to inform direct action and future initiatives via a working group of already identified members who will survey members on advocacy priorities.

Horizontal Mentorship: The section steering committee, Explore the idea/implementation of horizontal mentorship for WArS members

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Developed and released a salary survey that archivists could use to advocate for better salaries, working conditions, and professional development in their workplaces or across the profession. Additionally encouraged members to document nationwide women-centered activism in response to current political climate. Section members spearheaded a project and standards around collecting those materials and working with community members to identify plans for stewardship.

Goal 2: Enhancing Professional Growth

Through its Twitter chats (especially the First Friday Feminism chats), the steering committee has shared links to resources on various topics relating to professional development in the archives profession and

related to salaries, career advancement and leadership through an intersectional lens. In collaboration with SAA, we also made available a report from the WArS/SAA Salary Survey for members to see the initial analysis, and will be making the raw anonymized data available for future reuse and research.

Goal 3: Advancing the Field

The section has pursued projects that aid individual members in exploring intersectionality as professional archivists and members of the archives profession. Its recent Salary Survey is part of a larger project to assess and interrogate hiring practices and promotion and advancement in the field. By collecting and making this data and report available, one hope is to empower members to explore the data further and develop new scholarship around topics relating to employment in the survey.

Goal 4: Meeting Members Needs

Our members needed current data to place their job responsibilities and salaries into proper context. Members additionally requested and received support for archives-related activities in and out of their repositories, which we did in the form of blog profiles, highlighting their community work.

ANNUAL MEETING

Number of Attendees: Approx. 30

Summary of Meeting Activities: The Women Archivists Section hosted a postmortem on the Women's March on Washington Archives Project. We were joined by project organizers and WArS members Katrina Vandeven and Danielle Russell, and Patricia Schechter, professor of history at Portland State University. Additionally there was a brief presentation on the findings from the WArS/SAA 2017 Salary Survey, the report of which was made available a week before the 2017 Annual Meeting.

Women's Collections Section

Council Liaison: Erin Lawrimore

Report Submitter: Jenny Gotwals

ACTIVITIES

Completed

Organized lightning round at SAA 2017 focused on intersectional identity issues within women's collections

Ongoing

Investigate ways to create lists of/better promote existing resources about women's collections, specifically archival collections created by or about women of color.

New

Investigate ways to have more topical conversation on our section listserv, which is rarely used.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Promoting women's history throughout archival repositories expands the public's notion of what "archives" or "records" mean.

Goal 2: Enhancing Professional Growth

This year we organized a conference session to give our members the opportunity to talk about projects at their repositories

Goal 3: Advancing the Field

Focus on historically under-represented archives creators; section members share information on how to engage users with women's history

Goal 4: Meeting Members Needs

Provide forum for members dealing with similar issues - collections focusing on women's colleges, women religious, regional women's history - to talk together and share ideas and experiences

ANNUAL MEETING

Number of Attendees: 37

Summary of Meeting Activities: Attendees introduced themselves - this in itself creates community and people can then find allies and others to talk to. We tasked members to say what they wanted the section to do/what they needed most from the community, and then broke into thematic groups to discuss more in depth.