

**Society of American Archivists
Council Meeting
November 2-3, 2018
Chicago, Illinois**

**Annual Report: Committee on Education
(Prepared by Lauren Goodley and Erin Faulder)**

The SAA Committee on Education (CoE) met via conference calls each month except December 2017 and March 2018, and face-to-face February 22-23 at SAA headquarters in Chicago. In attendance at the Chicago meeting were Committee Chair Lauren Goodley; Vice Chair Erin Faulder; Committee members Sarah Buchanan, Gabrielle Dudley, Marcy Flynn, Rachel Morris, Seth Shaw, and Matthew Strandmark; GAE Subcommittee Chair Marty Olliff ; DAS Subcommittee Chair Glenn McAninch ; Council liaison Kris Kiesling ; and SAA staff members Rana Hutchinson Salzman (Director of Education), Nancy Beaumont (SAA Executive Director), and Brianne Downing (Education Coordinator).

This was an unusual year for CoE, with a new Education Director who resigned, and a short gap where Executive Director Nancy Beaumont took over, before the current Education Director Rana Hutchinson Salzman started in January 2018. There were additional staffing gaps and changes within the Education Department.

However, the CoE continued to meet via conference calls and in person; performed liaison duties of reviewing, auditing, and exam editing for courses; and continued discussions of topics of import to the SAA Education Department, the SAA membership, and the field.

1. Internal Actions: Flexibility and Communication

While assisting with the onboarding of Salzman, it became clear that many of the duties of the committee members depend on the direction of the Education Director. Much of this institutional memory was lost when the previous director of 20+ years retired. Additionally, with the creation of the GAE Subcommittee, duties surrounding graduate archival education were shifted to the subcommittee, leaving CoE to focus solely on supporting continuing education. These changes created an opportunity to make explicit the tasks of the committee, committee members, and liaison positions.

Committee member Sarah Buchanan had created an orientation document for new committee members in 2015. This year, Goodley added documentation of liaison duties for course development and review. Both documents are available on the microsite.

Impact on Strategic Priorities: Managing change and improving internal organization of the CoE contributes to the SAA Strategic Plan, Goal 4: Meeting Members' Needs, which states, "SAA is an agile association that delivers outstanding service and fosters a culture of inclusiveness and participation."

2. SAA Education Courses: Evolution and Improvement

Committee members contributed to course development and review, with particular attention to developing the A&D curriculum and improving course exams. Additionally, the committee discussed and provided feedback for courses that could be provided online as webcasts. CoE also supported the DAS Subcommittee's recommendation that the DAS comprehensive exam be offered online.

Impact on Strategic Priorities: 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.) Goal 4: Meeting Members' Needs (4.2 Create opportunities for members to participate fully in the association).

3. Management Track

Goodley and Faulder met with Nancy Lenoil and Rosemary Flynn in early February to discuss management courses. At the February in-person meeting, the CoE discussed several aspects of the topic to set a baseline for further work, such as if this training and information was available elsewhere or in allied fields, the perceived need for management instruction for SAA members and archivists, and possible course topics. CoE is well positioned to continue the discussion and advise the Education Department.

Impact on Strategic Priorities: Goal 1: Advocating for Archivists and Archives (1.4 Strengthen the ability of those who manage and use archival material to articulate the value of archives.) Goal 2: Enhancing Professional Growth (2.3 Support the career development of members to assist them in achieving their goals).

4. Intern Program

CoE continued to support the intern program to introduce SAA to archives students and new professionals.

Impact on Strategic Priorities: Goal 2: Enhancing Professional Growth (2.3 Support the career development of members to assist them in achieving their goals). Goal 3: Advancing the Field. (3.3 Participate actively in relevant partnerships and collaborations to enhance professional knowledge). Goal 4: Meeting Members' Needs (4.2 Create opportunities for members to participate fully in the association. 4.3 Continue to enrich the association and profession with greater diversity in membership and expanded leadership opportunities.)

5. Contributions and Support to COPP

CoE provided feedback to the SAA Committee on Public Policy's (COPP) call for issues/outcomes that are important to group members, as they developed a legislative agenda to help guide the public policy advocacy of the organization in the near term.

Impact on Strategic Priorities: Goal 1: Advocating for Archivists and Archives (1.1 Provide leadership in promoting the value of archives and archivists to institutions, communities and society. 1.2 Educate and influence decision makers about the importance of archives and archivists.) Goal 4: Meeting Members' Needs (4.1 Facilitate effective communication with and among members.)

UPCOMING YEAR

CoE's incoming chair, Erin Faulder, foresees focusing on four primary tasks in the upcoming year:

1. Evaluate strengths and weaknesses of SAA's Continuing Education curriculum in meeting members' needs. An external consultant is collecting information about these issues for CoE's review by November. We anticipate that the research will help guide CoE's conversations about continuing education curriculum needs for several years.
2. Bolster the curriculum offerings for the A&D certificate.
3. Develop a plan for a robust range of management curriculum offerings.
4. Standardize and document course creation and evaluation practices across the A&D and DAS certificate programs.