

**Society of American Archivists  
Council Meeting  
November 20, 2020  
Virtual Meeting**

**Publications Program Overview  
(Prepared by Teresa Brinati and Abigail Christian)**

**I. DEI ACTIVITIES**

The Publications Program continues to revisit policies and procedures to ensure that they reflect SAA's commitment to diversity, equity, and inclusivity.

- Last spring the [journal editorial policy](#) and the [book publishing guidelines](#) added text explicitly stating that SAA's core organizational values and strategic goals are taken into account when assessing prospective content, as well as emphasizing that SAA strives to publish contributions that advance such values.
- This summer SAA staff sent an email to Tempestt Hazel of *Sixty Inches From Center* (the non-profit online arts publication and archiving initiative) and are working with SAA Publications Editor Stacie Williams to diversify our roster of independent contractors used in publication production to include Black graphic designers, illustrators, copyeditors, and indexers.
- Our various editors (Publications, Journal, Reviews, Journal Copyeditor) and SAA staff are in conversation about language usage across publishing outlets and are collecting resources and guidelines to assist us in actively making changes. From using initial caps for terms such as *Black* and *Indigenous* to incorporating suggestions from the [Conscious Style Guide](#), our goal is to develop (and post online) an SAA House Style Guide to work in tandem with *The Chicago Manual of Style* as a resource for prospective authors, independent contracting partners, members, and component groups.
- *Archival Outlook* continues to be intentional in its recruiting of content to highlight diverse voices and has recently featured articles that address best practices for hiring people with disabilities; preservation, access, and culturally sensitive practices for Indigenous records; outreach with records of Black and Latinx engineering students; and the community engagement of Black cultural heritage institutions.

**II. AMERICAN ARCHIVIST**

**A. Editor Transition**

The Editor transition was accelerated by two months. Amy Cooper Cary began her three-year term as Editor of *American Archivist* on November 1. Amy, and outgoing Editor Cal Lee, whose three-year term ended this year, and SAA staff Teresa Brinati and Abigail Christian participated in six transition meetings via Zoom throughout October to discuss the people, tools, processes, and outreach activities associated with the journal's production. Executive Director Nancy

Beaumont joined the call on challenges and opportunities that the journal faces. Amy also received training from Allen Press on PeerTrack (the manuscript submission and peer review platform) as well as additional guidance from Cal. A “hand-off meeting” of the Editorial Board is scheduled for November 13 via Zoom to recognize Cal’s leadership and contributions as Journal Editor, which have included increasing the number of article submissions as well as the pool of peer reviewers, and to officially welcome Amy to the Board.

## **B. New Website for Journal!**

We have been working with Allen Press for the past 18 months on the [new Meridian platform for American Archivist](#) and the migration of our digital content from the former Pinnacle platform. Like any rollout, it has not been without hiccups, but we’re pleased to have finally launched it in October. The Journal’s sleek new platform offers many enhancements to your reading experience, such as:

- Mobile-responsive web design
- Optional split-screen reading experience
- Suggested articles based on browser history
- Saved searches, alerts, and notifications
- Metrics for number of article downloads, shares, and citations

In addition to featuring high-quality content on the site, we also wanted to assist users in more readily connecting with the Editor, Reviews Editor, and Editorial Board; submitting a prospective article; or becoming a peer reviewer. **Have you visited the *American Archivist* site yet?** If not, you’ll need to do the following to access the reserved content in the six most recent issues:

1. Using the email address associated with your account, reset your password at <https://meridian.allenpress.com/my-account/reset-password>. *Note:* If the reset email does not display in your inbox, please check your spam folder.
2. Once your password has been reset, go to [AmericanArchivist.org](https://AmericanArchivist.org).
3. Select the “Sign In” button in the right-hand corner to log in with your email and new password.
4. Explore the new site! *Note:* You will need to re-create any saved searches, alerts, and notifications as personal data was not migrated from the previous site. For instructions on how to set up your profile and benefit from these features, visit <https://meridian.allenpress.com/pages/how-to>. Please contact [meridiansupport@allenpress.com](mailto:meridiansupport@allenpress.com) with any technical questions.

## **C. Going Digital**

Since the budget was passed by the SAA Council in June, we have been prepping members and subscribers via email messaging for the pivot to digital that will take place in 2021. As you are aware, this move is part of SAA’s ongoing Go Green initiative to reduce the organization’s carbon footprint and better steward financial and professional resources. The Fall/Winter 2020 *American Archivist* will be the last print issue of the journal. That issue is slated for print publication and distribution in December.

## **D. Hidden Content Project**

In September, we began working with three early-career members (Grace Moran, Asa Espanto, Bridgette Hammond) and Editorial Board rep Katja Hering to make accessible online journal content bundled under files labeled “front matter” and “additional matter” in issues from 1938 thru 2018. A previous early-career member (Barbara Gombach) prepared a spreadsheet

itemizing each piece of content in those files. The group is developing a process for determining which items should rise to the article level, downloading the PDFs, deconstructing the PDFs, then reconstructing them accordingly so that the web host—Allen Press/Meridian—can upload the replacements.

- E. A “**Proposal for a Strategy to Address Professional Mediation, Facilitation, and Conflict Management**” was submitted by the Editorial Board to the Council for consideration in August.

### III. BOOKS

#### A. Seven New Titles in Five Months!

1. *DACS 2019* (November 2020). Open-access digital edition only.
2. *Making Your Tools Work for You: An Introduction to Systems Integration for the Archival Enterprise* by Max Eckard (November 2020).
3. [\*Archival Description of Notated Music\*](#) prepared by MLA’s Working Group for Archival Description of Music Materials. (Jointly published by SAA and Music Library Association, October 2020). Open-access digital edition.
4. Trends in Archives Practice Series: [\*Engagement in the Digital Era\*](#) co-edited by Nicole Milano and Chris Prom (September 2020).
  - [“Module 21: Lights, Camera, Archives!”](#) by Daniel Linke and Travis Williams
  - [“Module 22: Engaging Users with Archives: Programs That Get Results”](#) by Michele Casto, Jessica Lacher-Feldman, and Nicole Milano
  - [“Module 23: Establishing Archival Connections through Online Engagement”](#) by Dina Kellams and Jennie Thomas
5. Archival Fundamentals Series III, Volume 4: [\*Reference and Access for Archives and Manuscripts\*](#) by Cheryl Oestreicher (September 2020).
6. Archival Fundamentals Series III, Volume 5: [\*Advancing Preservation for Archives and Manuscripts\*](#) by Elizabeth Joffrion and Michèle V. Cloonan (August 2020).
7. [\*“All Shook Up”: The Archival Legacy of Terry Cook\*](#) edited by Tom Nesmith, Greg Bak, Joan Schwartz. (Jointly published by SAA & Association of Canadian Archivists co-publisher, June 2020). First SAA ebook launched on Amazon Kindle in July.

#### B. [One Book, One Profession](#)

The SAA Publications Board selected *A Matter of Facts: The Value of Evidence in an Information Age* by Laura Millar (and the first volume in the Archival Futures Series jointly published by SAA and ALA) for the reading initiative in 2020/2021. A team of representatives from the Archival Futures Series, Publications Board, *American Archivist* Editorial Board, and Committee on Public Awareness along with the author and SAA staff are devising a virtual event to be held before the year is out. They are also thinking more broadly about outreach to the public since the book eloquently illustrates the critical role evidence plays in upholding rights, enforcing responsibilities, tracing family or community stories, and capturing and sharing memories. Stay tuned for more details!

#### C. Project Updates

##### *Beginning print production:*

1. *Archival Accessioning* by Audra Eagle Yun.

##### *Manuscripts in process:*

2. *Archival Virtue* by Scott Cline.
3. *Managing Business Archives* edited by Sarah Polirer.
4. *Museum Archives: Practice, Issues, Advocacy* edited by Rachel Chatalbash, Susan Hernandez, Megan Schwenke.
5. Trends in Archives Practice Series: *Born-Digital Design Records* edited by Samantha Winn.
  - “Module 24: Navigating the Technical Landscape of Born-Digital Design Records” by Kristine Fallon (lead author), Aliza Leventhal, Zach Vowell;
  - “Module 25: Emerging Best-Practices for Born-Digital Design Records” by Jody Thompson (lead author), Euan Cochrane, Aliza Levanthal, Laura Schroffel, Emily Vigor;
  - “Module 26: Case Studies in Born-Digital Design Records” by Aliza Leventhal (lead author), Zach Vowell, Mireille Nappert, Stefana Breitwieser, Alex Jokinen.
6. Archival Fundamentals Series III, Volume 6: *Selecting and Appraising Archives and Manuscripts* by Margery Sly.
7. Archival Fundamentals Series III, Volume 7: *Introducing Archives and Manuscripts* by Peter Wosh.
8. *Archival and Special Collections Facilities: Guidelines for Archivists, Librarians, Architects, and Engineers*, Revised Edition, Michele Pacifico.
9. [Archival Futures Series](#) –Bethany Anderson and Amy Cooper Cary, Co-editors (ALA co-publisher). Several proposals under consideration.

#### IV. OUTREACH AND MARKETING

##### A. “A Finding Aid To My Soul” Storytelling Event

Held on October 1 to kick off American Archives Month, this third annual storytelling event celebrated the diversity and commonality of the archivist experience. Hosted by two-time Moth GrandSLAM winner (and former Moth director of education) Micaela Blei, it featured five storytellers—Kathy Marquis, Jessica Newell, Micaela Terronez, Melissa Barker, and Ethel Hazard—all SAA members who shared true stories about their encounters in the archives. This free Zoom event, sponsored by the Committee on Public Awareness, garnered 130 attendees and is available [online](#).

##### B. #AskAnArchivist Day

Held on October 7 as part of American Archives Month and sponsored by the Committee on Public Awareness, this was the sixth consecutive year for this activity. We have collected stats from every year except 2019. The all-time high for unique users was 2017 (4,583) and 2016 for total tweets (10,248). Although we don't have stats from last year, the trend appears to be moving in a less-than-favorable direction: 1,657 for unique users and 4,537 for total tweets. The pandemic and a divisive political environment may have contributed to this year's dip. COPA is reconsidering this activity and how it might be refreshed for next year.

C. The [Archives in Context podcast](#) added Season 4 in August, featuring an intriguing variety of interviews with authors, editors, and educators who have developed new tools and resources for implementing archival practices that are ethical, accessible, and inclusive and who are expanding the conversation on leadership, preservation, and community. The podcast is jointly sponsored by the *American Archivist* Editorial Board, the Publications Board, and the Committee on Public Awareness. Downloads for the podcast range between 700 and 900 per episode.

**D. The “Write Away” Forum on SAA Publishing Opportunities** was held in August on Zoom and had a high of 360 attendees (roughly six times what the in-person gathering typically garners during an in-person conference)! It continues to be an effective way to provide an overview of SAA’s publishing program and featured a panel of seven presenters: *American Archivist* Editor Cal Lee, Journal Reviews Editor Bethany Anderson, Publications and Case Studies Editor Stacie Williams, Archival Futures Series Co-editor Amy Cooper Cary, Dictionary Working Group Chair Rosemary Pleva Flynn, and SAA publications staff Abigail Christian and Teresa Brinati. The event is available [online](#). Stay tuned for details on a series of Zoom forums focused on each of the publication outlets.

#### **E. Book Promos**

- During the month of August and in tandem with *ARCHIVES\*RECORDS 2020*, the online store featured discounts on 25 titles, which led to 571 transactions generating nearly \$20,000 in sales.
- We are now engaged in a digital media campaign to promote the seven new SAA book titles.
- A seasonal promo to the genealogical community and other markets will be underway shortly for *Creating Family Archives*.

#### **F. Reviews of SAA Books**

- *Defining a Discipline: Archival Research in the 21<sup>st</sup> Century—Essays in Honor of Richard J. Cox* in *Catholic Library World* (Fall 2020) and in *Journal of Western Archives* 11.1 (2020).
- *Arranging and Describing Archives and Manuscripts* in *Journal of Western Archives* 11.1 (2020) and in *American Archivist* 83.1 (2020).
- *Leading and Managing Archives and Manuscripts Programs* in *American Archivist* 83.1 (2020).
- *Archival Values: Essays in Honor of Mark A. Greene* in *Archifacts* (2019).

### **V. ARCHIVAL OUTLOOK**

#### **A. Cost Containment**

In an effort to contain costs this fiscal year, we have reduced print output of the bimonthly magazine to three issues. The July/August, September/October, and May/June issues are digital only. The November/December, January/February, and March/April issues will be available in both print and digital editions.

#### **B. Top 10 articles for the past 12 months:**

1. “[Writing Our Comeback Stories: Overcoming Impostor Syndrome in the Archives](#)” by April K. Anderson-Zorn, Drew Davis, Rebekah McFarland, Beth Myers, Danielle Nowack, Alison Stankrauff (May/June 2020), 4,770 page views
2. “[The Challenges of Preserving Glass Negatives](#)” Matthew Noonjin (May/June 2020), 4,376 page views
3. “[Teaching Research Strategies through Social Media](#)” by Kathryn Slover (May/June 2020), 4,364 page views
4. “[Language Matters: Writing Inclusive Finding Aids and Description](#)” by Armando Suarez (July/August 2020), 3,691 page views
5. “[The Perfect Storm: Weathering a Mold Bloom and Preparing for Disasters](#)” by Jenifer

- Monger and Tammy Gobert (July/August 2020), 3,137 page views
6. [“Creating An Archives of Our Time: Documenting the University of Maine during COVID-19”](#) by Matthew Revitt (September/October 2020), 1,774 page views
  7. [“The Role of Archives in Transformation, Community, and Healing during a Pandemic”](#) by Zakiya Collier, Joyce LeeAnn Joseph, Julia Kelsner, and Obden Mondesir (September/October 2020), 1,750 page views
  8. [“Creating Innovative Programming for Nontraditional Audiences,”](#) by Michael Barera, Marta Crilly, Norie Guthrie, Andrew Hinton, Marc Levitt, Brittany Newberry, and Sheon Montgomery (January/February 2020), 1,678 page views
  9. [“A Hugo of Our Own: A Community Archives Wins Prestigious Literary Award”](#) by Kate McManus, Julia Bullard, Mia Steinberg, and Ted Lee (January/February 2020), 1,647 page views
  10. [“Open the Government: Closing FOIA Loopholes in 2020 Will Improve Government Transparency and Accountability”](#) by Lisa Rosenberg (Jan/Feb 2020), 1,413 page views