

**Society of American Archivists  
Council Meeting  
November 10, 12, 2021  
Virtual Meeting**

**2020-2021 Section Annual Reports (Compiled)  
(Compiled by SAA Governance Manager Felicia Owens)**

Compiled here are the 2020-2021 annual reports for all SAA section. For the fourth 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. Outgoing chairs were asked to complete the reports by September 1 and to include the most complete and accurate information for the 2020-2021 term.

**Index:**

Accessibility and Disability Section	Page 3
Acquisitions and Appraisal Section	Page 7
Archival Educators Section	Page 9
Archival History Section	Page 12
Archives Management Section	Page 15
Archivists and Archives of Color Section	Page 18
Archivists of Religious Collections Section	Page 21
Audio and Moving Image Section	Page 23
Business Archives Section	Page 25
Collection Management Section	Page 28
College and University Archives Section	Page 31
Congressional Papers Section	Page 35
Description Section	Page 38
Design Records Section	Page 42
Diverse Sexuality and Gender Section	Page 45
Electronic Records Section	Page 48
Encoded Archival Standards Section	Page 51
Government Records Section	Page 54
Human Rights Archives Section	Page 57
Independent Archivists Section	Page 60
International Archival Affairs Section	Page 65
Issues and Advocacy Section	Page 67

Labor Archives Section	Page 70
Latin American and Caribbean Cultural Heritage Archives Section	Page 72
Local Government Records Section	Page 75
Lone Arrangers Section	Page 77
Manuscript Repositories Section	Page 80
Metadata and Digital Object Section	Page 83
Military Archives Section	Page 86
Museum Archives Section	Page 90
Native American Archives Section	Page 93
Oral History Section	Page 100
Performing Arts Section	Page 103
Preservation Section	Page 106
Privacy and Confidentiality Section	Page 110
Public Library Archives/Special Collections Section	Page 114
Records Management Section	Page 118
Reference, Access, and Outreach Section	Page 121
Science, Technology, and Health Care Section	Page 125
Security Section	N/A
Students and New Archives Professionals Section	Page 128
Visual Materials Section	Page 132
Web Archiving Section	Page 135
Women Archivists Section	Page 138
Women's Collections Section	Page 141

## Accessibility & Disability Section

Council Liaison: Melissa Gonzales / Tonia Sutherland

Report Submitted by: Michelle Ganz

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Michelle Ganz	8/14/2020	8/15/2021
Vice Chair / Chair-Elect	Jessica Chapel	8/14/2020	8/15/2021
Immediate Past Chair	Lydia Tang	8/14/2020	9/1/2021
Steering Committee Member	Veronica Denison	9/12/2019	9/1/2021
Steering Committee Member	Ingi House	8/14/2020	9/1/2022
Steering Committee Member	Bridget Malley	9/12/2019	9/1/2022
Steering Committee Member	Emily Mathay	8/14/2020	9/1/2022
Steering Committee Member	Lindy Smith	9/12/2019	9/1/2021
Steering Committee Member	Christina Tanguay	9/12/2019	9/1/2021
Steering Committee Member	Zachary Tumlin	9/12/2019	9/1/2022
Steering Committee Member	Lauren White	9/12/2019	9/1/2021
Early-Career Member	Brad Ferrier	8/14/2020	9/1/2021
Council Liaison	Melissa Gonzales	8/21/2019	9/1/2021
Council Liaison	Tonia Sutherland	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** Article report - Zachary Tumlin Archival Outlook article forthcoming focusing on retention and advancement. Just got the final proof. Will come out in the next issue! Education committee - Veronica Denison (delivered by Michelle) Thanks to everyone serving on the committee: Ingi, Jessica, Brad Did survey Hosted follow-up Q & A session on archivist w/ disabilities Brad spearheaded with Zoom accessibility best practices guidelines Guidelines were discussed in the Diversity Committee meeting and people were thrilled, are going to look at SAA implementing recs Collaborated with the Archives & Archivists of Color Section for Identity Series discussion

**Ongoing:** Blog update - Erin Lawrimore Lots of opportunities for members to contribute

**New:** Book/reading club? Example: Longmore Institute Disability Visibility cafe chats What to do about the Archivists at Home doc??? Request: more updates to the section and opportunities for section members to participate Try to make a schedule for revising section microsite resources

### STRATEGIC PLAN

### **Goal 1: Advocating for Archives and Archivists**

Self advocacy Be ok to say no to protect boundaries, be realistic about what you can actually handle Do “Defensive calendaring” to deliberately put breaks into your calendar so nothing can be scheduled during that time. Defend your breaktime! It’s harder to advocate for yourself than for others. For HoH, turning off hearing aids and just reading the captions or turning off the camera to just listen to the meeting Try to block out one day a week that doesn’t have any meeting to concentrate on big projects without participation If you can just listen, turn off the camera and lie down (or change position/walk/stretch/move) Find people who are allies. Provide positive feedback when they help. Normalize accessibility & disability Anxiety is a disability that should have accommodations Call out flippant ableist language Look to LGBTQIA+ community and BIPOC for parallel approaches

### **Goal 2: Enhancing Professional Growth**

Education committee - Veronica Denison (delivered by Michelle) Thanks to everyone serving on the committee: Ingi, Jessica, Brad Did survey Hosted follow-up Q & A session on archivist w/ disabilities Brad spearheaded with Zoom accessibility best practices guidelines Guidelines were discussed in the Diversity Committee meeting and people were thrilled, are going to look at SAA implementing recs Collaborated with the Archives & Archivists of Color Section for Identity Series discussion

### **Goal 3: Advancing the Field**

Archivists at Home After One Year - Lydia Tang Spearheaded by ADS section with goals of combating assumption that archivists could only work on-site with collections, and to further idea that if archivists could work remotely, why can’t remote work be possible going forward? Tremendous act of solidarity and information sharing, many people contributed to the doc, great example of crowdsourced advocacy “Dialogue” on the page — peak people on the doc was about 100 at a time and the doc was widely referred to across the field What did it mean to others? Helped advocate for working from home, the continued employment of student assistants, helped identify tasks What next? Perhaps a remote work toolkit Archivists at Home use survey still accepting responses Thanks to everyone for helping build this resource

### **Goal 4: Meeting Members Needs**

Q & A How to navigate hybrid meeting environment. Tricky with hearing loss. I recently presented some basic disability awareness education to my department and got some great feedback and interest in more training. Any advice regarding web accessibility and introducing best practices for archiving disability? Thanks! [www.webaim.org](http://www.webaim.org), Searching for work from home jobs on job board Lydia bring it back to Membership Committee to add a checkbox tag for remote work How to combat zoom fatigue? End the meeting with space before the hour to give participants time to get ready for their next meeting 25 or 50 minute length Use captions Normalize having the camera being off You can turn off self view, so you don’t have to see yourself Give yourself a few minutes to unwind and relax Use Bluetooth headset so you can walk around Self advocacy Be ok to say no to protect boundaries, be realistic about what you can actually handle Do “Defensive calendaring” to deliberately put breaks into your calendar so nothing can be scheduled during that time. Defend your breaktime! It’s harder to advocate for

yourself than for others. For HoH, turning off hearing aids and just reading the captions or turning off the camera to just listen to the meeting Try to block out one day a week that doesn't have any meeting to concentrate on big projects without participation If you can just listen, turn off the camera and lie down (or change position/walk/stretch/move) Find people who are allies. Provide positive feedback when they help. Normalize accessibility & disability Anxiety is a disability that should have accommodations Call out flippant ableist language Look to LGBTQIA+ community and BIPOC for parallel approaches Ideas for what the section should pursue in the coming year? Book/reading club? Example: Longmore Institute Disability Visibility cafe chats What to do about the Archivists at Home doc??? Request: more updates to the section and opportunities for section members to participate Try to make a schedule for revising section microsite resources Resource shares:  
<https://www.penguinrandomhouse.com/books/646508/demystifying-disability-by-emily-ladau/>  
<https://www.dirc.info/dirc20-panels/envisioning-a-disabilityinclusive-future>  
<https://disabilityvisibilityproject.com/about/>

## **ANNUAL MEETING**

**Number of Attendees:** 33

**Summary of Meeting Activities:** Welcome Council report - Melissa Gonzales Steering committee member thanks and introductions Reports Article report - Zachary Tumlin Education committee - Veronica Denison Blog update - Erin Lawrimore Archivists at Home After One Year - Lydia Tang Open Discussion/Q&A

**Link to Meeting Minutes:**

<https://docs.google.com/document/d/1v5YAYBCqtJ6SqsW7Gz4WK4z5me0mW69XPgsWdoeR1ww/edit?usp=sharing>

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

I loved leading this section. Everyone was so very engaged from the steering committee to our regular members. This section has accomplished more in 2 years than other far more established sections I've worked with.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

email listserv in-person meetings zoom meetings

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Archivist of Color section Diversity Sexuality and Gender section

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Intersectional diversity

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

I think that disability needs to stand on it's own; by lumping the section with another one it will dilute the goals and outcomes for the section

### **QUESTIONS FOR COUNCIL**

Will we be able to provide the accessibility accommodations we discussed for the 2020 meeting in Boston for 2022?

## Accessioning, Acquisitions, and Appraisal Section

Council Liaison: Mario Ramirez

Report Submitted by: Alexis Antracoli

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Alexis Antracoli	8/1/2020	8/15/2021
Vice Chair / Chair-Elect	Sarah Woods	8/15/2020	8/15/2021
Immediate Past Chair	Christian Kelleher	8/15/2020	9/1/2021
Steering Committee Member	Suzanne Noruschat	8/15/2019	9/1/2021
Steering Committee Member	Meaghan O'Riordan	8/15/2020	9/1/2022
Steering Committee Member	Aaron Ramirez	8/15/2020	9/1/2022
Steering Committee Member	Jamie Seemiller	8/15/2019	9/1/2021
Web Liaison	Elizabeth Miller	9/15/2020	9/1/2023
Council Liaison	Mario Ramirez	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** Three third Thursday Zoom discussions 9 blog posts on Assigning Value Revision to scope of section

**Ongoing:** Assigning value blog Sponsorship of Best Practices for Accessioning Began collecting best practices for acquisitions and appraisal during COVID 19 and Diversity, Equity, and Inclusion in acquisitions and appraisal.

**New:** Best practices for accessioning sponsorship and for COVID and DEI are new efforts. Adding accessioning to the section was new.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

n/a

#### Goal 2: Enhancing Professional Growth

We have provided several web discussions and created best practice resources for members of the section.

#### Goal 3: Advancing the Field

We did a lot of programming, including blog posts about acquisitions during Covid.

#### Goal 4: Meeting Members Needs

We take member feedback in each year and try to incorporate it. We added accessioning to the section, which was a member need for SAA. We also create programming that is designed to appeal to current trends in the profession that our members are interested in.

## **ANNUAL MEETING**

**Number of Attendees:** about 90

**Summary of Meeting Activities:** We had a short business meeting to give an overview of the year's activities and announce the new steering committee members and the addition of accessioning to the section. The second part of our meeting was devoted to a panel on the OCLC Total Cost of Stewardship Report

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

We have a relatively engaged membership with noticeably more member-initiated feedback and conversations compared to experiences with other SAA sections.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Listserv is the most reliable venue for membership communication.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

We share some overlap with Description and Collection Management, particularly since accessioning is now going to be a more formal part of the section's focus.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

We view our section's foci as broad and impactful. We do not see it fitting under an umbrella of affiliation with other sections.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

We see affiliation with other relevant sections as beneficial, but we do not think merging would be appropriate.

## **QUESTIONS FOR COUNCIL**

No

## Archival Educators Section

Council Liaison: Ricardo Punzalan / Tonia Sutherland

Report Submitted by: Ashley Todd-Diaz

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Ashley Todd-Diaz	9/15/2020	10/1/2021
Vice Chair / Chair-Elect	Aisha Johnson	9/15/2020	8/15/2021
Steering Committee Member	Steve Duckworth	9/15/2020	9/1/2022
Steering Committee Member	Ryan Leimkuehler	8/15/2019	10/1/2021
Steering Committee Member	Ana Roeschley	9/15/2020	9/1/2022
Steering Committee Member	Anjelica Ruiz	8/15/2019	10/1/2021
Council Liaison	Ricardo Punzalan	8/18/2018	9/1/2021
Council Liaison	Tonia Sutherland	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** In fall 2020 we conducted a membership survey to gauge interest in archival education-related topics. In the spring we reviewed the data and scheduled a session to share the results and gain additional feedback.

**Ongoing:** Since we did not collect a representative sample of section members in our survey responses, there was discussion at the annual meeting about redeploying the survey to gain additional feedback.

**New:** At the spring meeting, there was a discussion of developing a Slack space to encourage more participation among section members and types of archival educators. The Slack space was created, though we did not have an opportunity to publicize it yet.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

Something that came out of our member survey was how many types of archival educators we have represented in SAA (full-time/part-time graduate faculty, adjunct faculty, instruction archivists, instruction librarians, museum educators). This is something our section began to address in sharing out the survey results and can do more to emphasize.

#### Goal 2: Enhancing Professional Growth

The development of a Slack space was intended to provide additional opportunities for discussion, networking, and brainstorming to occur in a relaxed environment and in line with various types of archival education. This has the potential to provide professional growth and development in the future.

### **Goal 3: Advancing the Field**

I'm not sure we addressed this goal this year, though I think the discussion of education and providing a space to hold conversations about the future of archival education will indirectly advance the field.

### **Goal 4: Meeting Members Needs**

The focus of our member survey was to collect insight from the section about how we could better meet their needs and address trends and issues in archival education. There was interest in creating a syllabus repository, having more informal discussions about pedagogy and moving instruction online, developing open educational resources, and planning a symposium.

## **ANNUAL MEETING**

**Number of Attendees:** 15

**Summary of Meeting Activities:** Section business and election information (Ashley Todd-Diaz) Update on the Guidelines for Graduate Programs in Archival Studies (GPAS) revisions (Graduate Archival Education Subcommittee) Update on “A Survey of Archival Revolutions: Transitional Moments and Paradigmatic Shifts,” (Brenda Gunn and Steven Booth) Update on “Digging into Archival Data: How to Introduce Computational Principles and Practices to Your Archives Students” (Karen Gracy and Richard Marciano)

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Unfortunately, the energy of our section is very low. The members are not engaged, which was evident in the low response rate we received for our survey (n=17). There in-person meetings at SAA are usually fairly well attended, though the last two virtual meetings received low attendance and were mainly attended by people who were speaking or section committee members.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

We used the email list to publicize our survey and the section meetings. I'm not sure how well that worked since our turnout was low. As noted above, in-person meetings have received better attendance in the past.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

There is definitely overlap with other groups, though I think this section is important and could do important work if there was energy and momentum behind it. One of our survey questions

asked about other education groups people were a part of and the responses included AERI, Teaching with Primary Sources, and GAES.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

I believe the primary focus is archival education and the various ways that can occur.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

As noted above, I think there is potential for this section to do important work, but I think it is up against perceptions that this section is for adjunct professors. I have heard from more than one person that AERI is for full time faculty, this section is for adjuncts, and the TPS group is for practitioners. It was my idea in learning more about the types of educators represented in the section that we could address more interests and welcome more people to be engaged. I hope that work can continue.

#### **QUESTIONS FOR COUNCIL**

Not that I can think of.

## Archival History Section

Council Liaison: Mario Ramirez

Report Submitted by: Sebastian Modrow

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Sebastian Modrow	8/15/2020	9/1/2021
Vice Chair / Chair-Elect	Susan Tucker	4/7/2021	8/15/2021
Steering Committee Member	Dainan Skeem	8/15/2020	9/1/2021
Steering Committee Member	Eric Stoykovich	8/15/2020	9/1/2021
Steering Committee Member	Natalie Worsham	8/15/2020	9/1/2021
Newsletter Editor	Eric Stoykovich	10/15/2019	9/1/2021
Council Liaison	Mario Ramirez	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** During the first half of the 2020/21 FY, the section's focus was on the 9th biennial International Conference on the History of Records and Archives (ICHORA) titled "Archives and the Digital World" which took place October 26-30, 2020. Steering committee members attended each individual session of this 5-day event and wrote up short reports on each session. The reports were published in the Archival History News in early 2021. Special thanks to AHN co-editors Eric Stoykovich and Natalie Worsham for initiating this project and for their editing work on the reports! During the second half of the 2020/21 FY, the section focused on a special vice chair search, the program of the 2021 annual section meeting as well as on the annual Archival History Article Award. This award was inaugurated in 2018 and has been awarded annually ever since. To this end, steering committee members Natalie Worsham, Dainan Skeem and chair Sebastian Modrow formed the 2021 article review committee, reviewed all the submissions and selected Anthea Josias (member category) and Derek O'Leary (non-member category) as the 2021 Archival History Article Award recipients. Josias was recognized for her book chapter "Archives, records, and land restitution in South Africa." In *Archives, Recordkeeping, and Social Justice*, edited by David A. Wallace et al., 73-88. New York: Routledge, 2020. O'Leary received the award for his article "Deborah Norris Logan and the Archival Threshold in the Antebellum U.S." *The New Americanist* 1, no. 4 (Summer 2020): 29-58. The award recipients were officially announced on July 26, 2021 at the annual meeting.

**Ongoing:** A continuous work in progress is the Bibliography of works on archival history (<https://archivalhistory.news/bibliography/>). This bibliography provides a substantial list of publications in the field, particularly in the English language, but is still far from complete and the Archival History News editors would particularly welcome contributions of works on non-western archival history. An ongoing project that so far has attracted little attention is the Crowdsourced Special Collections or University Archives Histories' Web Review. It "seeks to assess the landscape of archival and special collection library history in the United States, with a

particular focus on histories of university archives and special collection libraries available on the web” (<https://archivalhistory.news/2019/02/08/new-crowdsourced-project-special-collections-and-archives-histories/>). The Archival History News remain in general an invaluable source of information for the members of the Archival History Section and beyond the section. Special thanks to co-editors Eric Stoykovich and Natalie Worsham for their excellent editorial work and for agreeing to continue this work during 2021/22.

**New:** A new project that will call upon the members of the Archival History Section is Brenda Gunn and Steven Booth’s “A Survey of Archival Revolutions: Transitional Moments and Paradigmatic Shifts” which has been one of the six recipients of the SAA Foundation’s Strategic Growth Grants (<https://www2.archivists.org/news/2021/saa-foundation-awards-six-strategic-growth-grants>). Gunn and Booth introduced their project briefly at this year’s annual section meeting.

## **STRATEGIC PLAN**

### **Goal 1: Advocating for Archives and Archivists**

The Archival History Article Award and the coverage of ICHORA 2020 promoted research on the history of the archival profession

### **Goal 2: Enhancing Professional Growth**

The Archival History News offer archivists and others interested in archival history a platform not only of information on the history of the profession but also for publication of reviews and research.

### **Goal 3: Advancing the Field**

Members of the section are actively engaged in research and other forms of knowledge creation on the history of the archival profession. Chair Sebastian Modrow, for example, contributed the chapter “Classical Antiquity.” In *Libraries, Archives, Museums: Western Cultural Heritage Institutions Through the Ages*, edited by Suzanne M. Stauffer (Lanham-London: Rowman & Littlefield, 2021). Other members of the section also are encouraged to submit titles of their work to our regularly updated bibliography. Finally, the recognition received via our awards provides a focus on archival history, steering readers towards our profession.

### **Goal 4: Meeting Members Needs**

The Archival History News as well as the section’s microsite facilitate communication between the section’s steering committee and its members. The Archival History News also offers AHN members an easily accessible and free source of information on all matters archival history as well as a platform to publish reviews and scholarship.

## **ANNUAL MEETING**

**Number of Attendees:** 30

**Summary of Meeting Activities:** The usual preliminaries (welcome by Sebastian Modrow) were followed by updates from section liaison Mario Ramirez and the brief reports on the

steering committee activity by Sebastian Modrow and on the Archival History News by AHN co-editor Natalie Worsham. During the middle-part of the meeting, Steven D. Booth & Brenda Gunn briefly introduced their project “A Survey of Archival Revolutions: Transitional Moments and Paradigmatic Shifts” which was followed by the announcement and the thank you notes of the recipients of the 2021 Archival History Article Award. Another highlight of the meeting were two guest presentations: J. Alexander Navarro, Ph.D., Assistant Director at the Center for the History of Medicine, University of Michigan, presented on “The Past as Prologue: Lessons of the 1918 Influenza Pandemic,” while Sarah Allison, Head of Archives User Engagement in the Archives and Special Collections department at Ball State University Libraries, addressed documentation efforts of the current COVID 19 Pandemic in her talk “Community Collaboration and Documenting a Pandemic.”

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

The Archival History Section is a small section with few but very dedicated members.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

email listserv

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Since archival history covers the history of the whole profession there should be some overlap with almost every section.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

historic-educational

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

Given the over-arching scope of our section it would probably be better to affiliate rather than merge.

## **QUESTIONS FOR COUNCIL**

The section will most likely apply for the funding of the Archival History Article Award (\$100 for the price + \$10 for material and shipment costs of the awards) This year the steering committee raised the funds among its members.

## Archives Management Section

Council Liaison: Derek T. Mosley

Report Submitted by: Tamar Zeffren

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Tamar Zeffren	8/1/2020	8/15/2021
Vice Chair / Chair-Elect	Mott Linn	8/15/2020	8/15/2021
Immediate Past Chair	Brenda Burk	8/1/2020	9/1/2021
Secretary	Anna Trammell	8/15/2020	9/1/2021
Steering Committee Member	Kimberly Anderson	8/15/2020	9/1/2023
Steering Committee Member	Lisa Duncan	8/15/2019	9/1/2022
Steering Committee Member	Cara Howe	8/15/2019	9/1/2022
Steering Committee Member	Joy Novak	8/18/2018	9/1/2021
Steering Committee Member	Derek Webb	8/15/2020	9/1/2021
Steering Committee Member	Christina Zamon	8/15/2020	9/1/2023
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** Review and update of by-laws review was completed by an ad hoc committee comprised of David Benjamin, Brenda Burk, Mott Linn, and Tamar Zeffren.

**Ongoing:** --Online section meetings on various topics to engage membership --Outreach to other Sections to jointly coordinate and publicize meetings --Work with Education Committee on archives management workshops, webinars, and resources

**New:** --Work with Education Committee on archives management workshops, webinars, and resources [This is listed twice in the survey, because this is an objective that previous Chairs have pursued as well. Not much progress has been made at present.]

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

Through the various meetings and conversations organized by the Archives Management Section leadership, the Section members strove to support and reinforce the ability of Section members from all backgrounds to realize management potential with their staff, resource allocators, and other stakeholders.

#### Goal 2: Enhancing Professional Growth

We disseminate and publicize relevant educational and professional development opportunities for Section members.

### **Goal 3: Advancing the Field**

We initiated conversations with other Sections and with contributors outside of SAA to ensure a diverse and robust slate of conversations and resources to support leaders at all stages of their careers.

### **Goal 4: Meeting Members Needs**

All of the aforementioned activities are designed to help the Section adhere to its mandate. Regular communications to the list-serv always encourage members to provide feedback and suggest additional directions for germane discussions and resources.

## **ANNUAL MEETING**

**Number of Attendees:** 76 registrants; 65 at peak

**Summary of Meeting Activities:** Business portion with updates from outgoing Chair Tamar Zeffren. Then, a panel of professionals in senior leadership roles shared perspectives on transitioning in a range of institutional contexts from middle management to senior leadership capacities: --Dan Daily, Dean of University of South Dakota Libraries --Michael Doylen, Director of University of Wisconsin-Milwaukee Libraries --Kathy Marquis, State Archivist, Wyoming State Archives --Jenni Matz, Director of the Television Academy Foundation's Archive of American Television

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Overall health and energy is good. It improved over the year. COVID helped. We started zoom meetings and engaged a significant portion of the membership. It's an interesting mix of seasoned and newly minted managers. Need to have opportunities and space so one doesn't dominate.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Listserv posts have garnered the highest response rate. Attendance at Zoom meetings has varied, with engagement decreasing since Fall 2020. No in-person meetings were held.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Our answer to this question is necessarily nebulous, because there is a vast web of overlapping areas of interest. For example, active topics within the AMS include professional development, staff advocacy, and budget administration, to name a few. This aligns with the mandates of the

Collections Management, Manuscript Repositories, and Colleges and Universities Sections--and no doubt with many other fellow Sections.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

We would need additional information to be able to effectively address this question. It would be useful, in fact, for SAA to share with Sections the responses it receives to this question to break down these siloes.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

In archival training and education, there is a relative dearth of resources about management, especially. The section is a place to fill that void and provide the support needed to help managers succeed.

**QUESTIONS FOR COUNCIL**

Please see response to the preceding question. The Archives Management Section would like to be more involved with SAA's Education Committee on development of resources (whatever form those take) germane to management topics. We did submit a letter of inquiry to the SAA Foundation on December 1, 2020, requesting funding for developing a comprehensive and empirical suite of presentations on such such foundational subjects as how to identify and evaluate funding opportunities in an ever-more-rapidly transforming fiscal landscape, how to navigate relationships with boards, and how to establish partnerships with institutional advancement/development professionals, to perhaps be accompanied by forums or breakout sessions. We did receive the green light from the Foundation to submit a fuller application, but after meeting with a number of potential presenters, we simply could not reconcile the potential award amount with a workable and defensible budget and plan that addressed the objectives set forth in the letter of interest.

## Archivists & Archives of Color Section

Council Liaison: Petrina Jackson / Dominique Luster

Report Submitted by: Tarienne Mitchell

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Tracy Drake	8/15/2020	9/1/2022
Co-Chair	Tarienne Mitchell	8/15/2019	10/1/2021
Steering Committee Member	Haian Abdirahman	8/15/2020	9/1/2022
Steering Committee Member	Brittany Newberry	8/18/2018	9/1/2022
Steering Committee Member	Tamara Rayan	8/15/2020	9/1/2022
Newsletter Editor	Bernadette Birzer	9/18/2020	9/1/2022
Web Liaison	Zakiya Collier	8/15/2020	9/1/2022
Council Liaison	Petrina Jackson	8/18/2018	9/1/2021
Council Liaison	Dominique Luster	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** Collaborations with other sections through the creation of the Identity Series that discussed how identities affect archival work and archivists..

**Ongoing:** Lead out training sessions on training on different software and programs used in archival work by different organizations. The first class taught about EPADD.

**New:** Both the Identity Series and lead out trainings are new programs that we started this year.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

As leadership we tried to advocate for compensation for all the extra work that was being asked from BIPOC archivists after so many originations became reactive after the murders of George Floyd, Breonna Taylor, and Ahmaud Arbery.

#### Goal 2: Enhancing Professional Growth

Provided training on software used in the profession as well as a safe place to have discussion about being BIPOC in the workplace, working with communities, and how to better describe records with the needs of variety of communities and identities in mind. We also tried our best to make members aware of opportunities such as jobs and mentor programs that were available to them.

#### Goal 3: Advancing the Field

Providing a space to have discussions that may not have been happening in other places. Creating relationships with other SAA sections as well as encouraging members and students to consider participating across multiple sections.

#### **Goal 4: Meeting Members Needs**

Our committee was hyper sensitive to what was going on with our section this year not only because of covid but with the extra demands being asked of our members. We tried to create a safe space and remind organizations who reached out us that they should be compensating our members for all this extra work. We also address mental health needs like burn out and how to advocate for yourself in the workplace as part of our Identity series.

#### **ANNUAL MEETING**

**Number of Attendees:** 27

**Summary of Meeting Activities:** We discussed the happenings in the section including the Identity Series, Lead out trainings, and award winners. We tried to encourage members to nominate themselves to be a part of the leadership team. We also invited guests from both mentoring programs to discuss each program and encourage participation.

**Link to Meeting Minutes:**

#### **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

I think we are really healthy and engaged for the most part. Our vice-chair didn't participate much because she had other obligations. I tried to create an environment that encouraged participation and the sharing of ideas. I think we were able to get a lot of our goals accomplished despite the pandemic. Also, I found that holding regular monthly meeting over zoom helped us to feel more connected as a committee.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Zoom meetings and the list serve

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Yes any section that represents the marginalized. Accessibility and Disability Section, Diverse Sexuality and Gender Section, Human Rights Archives Section, Latin American and Caribbean Cultural Heritage Archives Section, Native American Archives Section, and Women Archivists Section.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Advocating for communities, cultures, and yourself.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

I don't think merging is a good idea because each of the sections indicated above advocate for specific communities that have unique needs. By having these divisions I think it helps to ensure that people are being heard and properly represented something that one large group couldn't do.

**QUESTIONS FOR COUNCIL**

We had no budget for this year. I hoping that the new leadership will come up with some ways to build up a resource that we can use for more programing and such.

## Archivists of Religious Collections Section

Council Liaison: Eric Chin

Report Submitted by: Adam Winters

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Adam Winters	8/15/2020	8/15/2021
Vice Chair / Chair-Elect	Timothy Binkley	8/14/2020	8/15/2021
Immediate Past Chair	Taffey Hall	8/15/2020	10/1/2021
Secretary	Elaine Nadeau	8/14/2020	9/1/2022
Member-at-Large	Mary Kosta	8/14/2020	9/1/2022
Member-at-Large	Erin Louthen	8/15/2019	10/1/2021
Newsletter Editor/Web Liaison	Thomas McCullough	4/20/2020	9/1/2022
Council Liaison	Eric Chin	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** Annual Section Meeting conducted virtually on July 26, 2021; two digital issues of The Archival Spirit newsletter (December and June); periodic virtual meetings of the Steering Committee

**Ongoing:** Revitalizing of the ARCS Models and Resources Committee, favored by members of ARCS in online survey

**New:** Consideration of changes to the ARCS Steering Committee Manual (last updated 2010) with attention to how to decide ties in office elections

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

2021 annual panel discussed case studies in which religious archives have contributed to communities and institutions in historic pandemics.

#### Goal 2: Enhancing Professional Growth

Steering Committee hopes to plan virtual workshops for ARCS members in the coming year.

#### Goal 3: Advancing the Field

Planned revitalization of Models and Resources Committee will aid section members in all aspects of this goal.

#### Goal 4: Meeting Members Needs

An online survey polled ARCS members on their preferences for a new Models and Resources Committee

## **ANNUAL MEETING**

**Number of Attendees:** 42

**Summary of Meeting Activities:** Tim Binkley led a panel of four presenters on the topic "Pre-Covid-19 Plagues and Pestilences Documented in Religious Collections." Members approved a motion to revive the Models and Resources Committee.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Members desire for more community and professional development.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Direct emails usually yield a response as opposed to public posts on the SAA Connect community & discussion boards.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Nearly one quarter of our polled membership indicated they work in an educational institution's archives, so perhaps the COLLEGE & UNIVERSITY ARCHIVES SECTION could have the most overlap.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Our membership focuses on religious collection work, which we desire to maintain.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

My sense is that we are happy to continue with our own focus of serving archivists of religious collections.

## **QUESTIONS FOR COUNCIL**

We recommend some procedures be implemented to decide tie votes in steering committee officer elections.

## Audio and Moving Image Section

Council Liaison: Ricardo Punzalan / Jasmine Jones

Report Submitted by: Justin Kovar

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Justin Kovar	8/15/2020	9/1/2021
Council Liaison	Jasmine Jones	7/1/2021	9/1/2024
Council Liaison	Ricardo Punzalan	8/18/2018	9/1/2021

### ACTIVITIES

**Completed:** n/a

**Ongoing:** The survival of the SAA Audio and Moving Image Section. There seems to be a disconnect between the Audio and Moving Image Section's organization and SAA's election rules, which is endangering the health of the section. Some of 2019-2020's steering committee members informally agreed to continue their service, and seemed to be on the submitted roster, yet only one person (me) was elected. Elections also seem to have run late. For my chair-elect position that was supposed to start in September 2019, I was not appointed until May 2020.

**New:** Recruit new members and make an onboarding experience that emphasizes the process and important dates for SAA section elections.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

Creating a musical anthem to express the complexity and ephemeral beauty of Audio and Moving Image materials. This song will drive advocacy, interest, and innovation in AV Archives for years to come.

#### Goal 2: Enhancing Professional Growth

Once our governance is stable, revisit plans from past section reports.

#### Goal 3: Advancing the Field

Once our governance is stable, revisit plans from past section reports.

#### Goal 4: Meeting Members Needs

There is work to do here. Once our governance is stable, learn more about who the SAA members with an interest in our section are, where we can reach them, and what help and resources they would like from us.

### ANNUAL MEETING

**Number of Attendees:** n/a

**Summary of Meeting Activities:** n/a

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

On paper, SAA's Audio and Moving Image Section is on life support. This is most likely a combination of Covid-19 fatigue and a disconnect between our more informal group communication and SAA's rules of governance. In reality, there are plenty of people who are passionate about advocating for AV and know the importance of continuing this section. We just have to find them and get them acclimated to the SAA Section Elections Guide.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

To be determined.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))**

**Does your section share issues or scope overlap with other sections? If so, which sections?**

Oral History Section Metadata and Digital Object Section Preservation Section Visual Materials Section

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

In my opinion, Audio and Moving Image Archives would not be represented well in an umbrella smaller than Archives.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

Merging would not be ideal. Audio and Moving Image Archives have suffered from not being fully understood in Archives, both in trying to shoehorn them into traditional Archival practice and treating them as The Other. Audio and Moving Image materials and the work it takes to describe, digitize and preserve them are unique, and don't fit neatly into other sections. AV Archivists digitize and create digital objects, but our work usually starts with an analog item, and is significantly different from what Digital Archivists and Digital Asset Managers do. Our work includes preservation, but unlike Conservators, magnetic media gives us the unique mandate to preserve through digitization, with no hope that the analog carrier will be playable in more than 30 years. There's nothing quite like AV!

## **QUESTIONS FOR COUNCIL**

No

## Business Archives Section

Council Liaison: Derek Mosley

Report Submitted by: Jennifer Johnson

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Jennifer Johnson	8/1/2020	8/15/2021
Vice Chair / Chair-Elect	Angelique Richardson	8/15/2020	8/15/2021
Immediate Past Chair	Neil Dahlstrom	8/1/2020	9/1/2021
Secretary	Lauren Dreger	8/15/2019	9/1/2021
Member-at-Large	Sarah Latva	8/15/2020	9/1/2021
Education Chair	Cesar Gallegos	8/15/2020	9/1/2021
Editor	Emily McNish	8/15/2020	9/1/2021
Vice Editor	Lynne Drake	8/15/2020	9/1/2021
Early-Career Member	Samantha Citarella	8/15/2020	9/1/2022
Early-Career Member	Alexa Hagen	8/15/2020	9/1/2021
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** Annual colloquium held jointly with the Records Management Section

**Ongoing:** Industry calls with section members Section mentoring program Section newsletter  
Social media posts Maintain Business Archives Directory

**New:** --Outreach to student groups with a session planned this summer/early fall --Update to the Business Archives Advocacy Toolkit

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

Our industry calls with section members offer opportunities to learn from one another, and gain advice on how to articulate the value of archives to key stakeholders.

#### Goal 2: Enhancing Professional Growth

Our section offers numerous opportunities to learn more about the field and from one another: our section mentoring program pairs archivists in a relationship designed for mutual growth; our social media posts educate members about happenings in businesses and archives globally; our annual colloquium is designed to offer an education opportunity for business archives, tailored for our unique employment situations; our industry calls with section members are on topics proposed by members where the purpose is to discuss and learn from one another; this year section members contributed to a new book soon to be published by SAA about business archives; and section members participate in sessions during the annual meeting.

### **Goal 3: Advancing the Field**

Our members serve on key committee, working groups, and task forces within SAA, such as the A\*Census II working group, Crisis Disaster Group, and Archival Compensation Task Force, as well as liaisons to other organizations such as ICA. Our members are engaged in areas that address current topics and professional needs.

### **Goal 4: Meeting Members Needs**

The business archives section is very active and thrives on opportunities to engage with colleagues. Our industry calls are well-attended (35 and 67, respectively), we have an active section listserv, and we foster an inclusive and diverse profession with our elections each year. This year we had 10 members run for five positions ranging from new to experienced professionals from all over the country. I am excited that our upcoming section committee has new faces in positions to foster future leadership.

## **ANNUAL MEETING**

**Number of Attendees:** Section - 68, Colloquium - 191

**Summary of Meeting Activities:** Our section meeting offered an opportunity to hear updates from a variety of committees on which our members serve, as well as our SAA Council liaison. The business meeting included updates from officers and a statement from the incoming chair. Our colloquium this year was a joint effort with the Records Management Section covering outreach efforts in a remote world and leveraging best practices in records management.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

The business archives section is healthy, thriving, and full of energetic and engaged members.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

We make use of our section listserv, as well as publishing a newsletter, posting on social media, holding 2-4 industry calls throughout the year, and planning our annual educational colloquium.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

We have obvious overlap with sections that focus on managing institutional archives, as well as with lone arrangers. We also overlap with the sections that address archival practices, such as description, metadata, electronic records, records management, etc.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Institutional archives

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

I wouldn't want to lose the connectivity that makes our section work. In some ways business organizations are similar to other large institutions, but in other ways they are unique. Our section provides a space for archivists to connect who are outside the college and university structure, and who deal with issues other archivists don't always face - restrictions on open source software, closed archives, and lack of understand of archives value.

### **QUESTIONS FOR COUNCIL**

No

## Collection Management Section

Council Liaison: Rachel E. Winston

Report Submitted by: Jane LaBarbara

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Jane LaBarbara	8/14/2020	9/1/2021
Vice Chair / Chair-Elect	Larissa Krayner	8/14/2020	8/15/2021
Steering Committee Member	Jane Gorjevsky	10/19/2020	9/1/2022
Steering Committee Member	Rita Johnston	8/15/2019	9/1/2021
Steering Committee Member	Jennifer Mitchell	8/15/2019	9/1/2021
Web Liaison	Bernadette Birzer	8/14/2020	9/1/2022
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** -January 2021 programming survey revealed top three areas of interest/areas to collect for our Documentation Portal: Prioritizing processing, evaluating backlogs, and DAMS documentation. Also, the top three methods of engagement: Webinars; Zoom meetings, Google Hangouts etc.; and e-list discussion. We used this to inform our work for the rest of this year. - Added five new Repository Profiles for content management systems and one for Digital Asset Management Systems. Rearranged the microsite page to privilege newer content. -Reviewed and fixed as needed broken links and outdated information on the section microsite -Collected sessions relevant to collections management from the last few SAA annual meetings and posted them to a new page in our microsite. -Collected questions to post to the e-list at regular intervals, to foster discussion and create a welcoming environment for engagement. -Arranged for presentations on processing prioritization at our annual section meeting.

**Ongoing:** -Soliciting suggestions from members for programming -Soliciting additional entries for the Repository Profiles and Documentation Portal -A representative from the CM section steering committee is serving on the TS-EAS Outreach and Communications team

**New:** -We plan to push for more content to add to the Documentation Portal -We are hoping to get a webinar together about collections management in light of a disaster event (e.g. after a fire), pending speakers. We might be able to turn this into a midwinter section meeting type event.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

The CM section has been a period of transition this year and last, but we are working to determine how we can best advocate for archives and archivists. We have a representative on TS-EAS Education and Outreach, and we could lean into that more to encourage our membership to advocate for their needs as the standards are revised.

## **Goal 2: Enhancing Professional Growth**

Much of our work in this area relates to our programming at the SAA Annual Meeting as well as the Repository Profiles and Documentation Portal. For our annual meeting, we solicited presentations on prioritizing processing (one of the topics that our survey said people care about the most). This year, we also solicited new Repository Profiles, which others can use to see how repositories are used in the field as they make choices about their own repository use. We plan to start another push to collect material for the Documentation Portal in the Fall of 2021, and it continues to be a free resource for archivists to view manuals and workflows created by a variety of institutions. With our attempts to encourage discussion on our e-list, we are working to foster a community for professional interaction and mutual support.

## **Goal 3: Advancing the Field**

Regarding goal 3.3, we partnered with the SAA Privacy and Confidentiality and Native American Archives Sections and the Center for Digital Scholarship and Curation at Washington State University for a two-part Mukurtu Workshop and Panel Event to share how the Mukurtu content management tool works, how it can be leveraged, and how institutions are actively using it now. The CM section is continuing to figure out how we can support this goal in the coming year. One possibility is goal 3.2., Foster and disseminate research in and about the field -- depending on section member responses, we could look to the three top areas of interest revealed in our latest study and see who is doing research or creating case studies around those topics, and see if we can leverage section leadership or membership to help with that.

## **Goal 4: Meeting Members Needs**

The CM section has solicited member suggestions for programming/issues to address in our January 2021 survey, and addressed the highest-rated topic at our annual meeting. We are hoping to do more in the coming year based on what we've learned. We are continuing to facilitate communication via our e-list, both to share steering's work and to encourage membership to share needs/ask questions of each other.

## **ANNUAL MEETING**

**Number of Attendees:** 80

**Summary of Meeting Activities:** We received an update from TS-EAS on their work updating the EAD and EAC-CPF standards, and encouragement to participate in those efforts. We held a brief business meeting, followed by five presentations from different types of institutions on processing prioritization and a Q&A with the audience.

### **Link to Meeting Minutes:**

[https://www2.archivists.org/sites/all/files/SAA%202021%20CMS%20Annual%20Meeting%20Notes\\_0.pdf](https://www2.archivists.org/sites/all/files/SAA%202021%20CMS%20Annual%20Meeting%20Notes_0.pdf)

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Since we recently changed the name/focus of the section, I think people are still figuring out what they want from the section and how to engage. The pandemic seems to have decreased the bandwidth of the section at large and the steering committee, but the annual section meeting was well attended. We've been trying to come up with new ways to engage members, but it's sometimes hard to get responses from the section, and to solicit presenters for things outside of the annual meeting. We did not have any problem getting enough nominees for our elected positions this year, outside of the early-career member spot, which we will continue to pursue as an appointed position.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

The survey indicated people want to see webinars, Zoom-type meetings, and e-list discussion. We've been trying to foster e-list discussion by seeding questions -- sometimes responses are great, sometimes they are minimal or just off-list. We haven't yet analyzed the data to see if this is encouraging non-steering members to post more. Our Zoom annual meeting had fairly good attendance and engagement.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

The two most closely related sections are Encoded Archival Standards and Description sections. There is some overlap with these two sections, but we still all have separate focuses. We have also partnered with or discussed partnerships with both Privacy & Confidentiality and Archives Management sections for various one-time events this past year.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

If we were part of an umbrella, I think "processing" or "collection management" would be the biggest themes. However, the CM section specifically addresses collection management software, workflows, collection moves, working with book collections, and other parts of collection management that are not really covered by any other sections. Since this is our second year as the CM section (where previously we focused on collection management tools/software specifically and didn't focus on DAMS as much) and we were dealing with the reduced bandwidth of the pandemic, I think the section could use another year or two to really find its groove.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

I reiterate that I think the CM section deserves more time to develop its focus and mission before merging or affiliating. There is a lot of potential for cool work within this section, but both the pandemic and being new to our revised scope have made it difficult to realize that potential.

## **QUESTIONS FOR COUNCIL**

We may be looking at honoraria for speakers but we haven't developed that program enough yet to know what we would need.

## College & University Archives Section

Council Liaison: Petrina Jackson / Dominique Luster

Report Submitted by: Michelle Sweetser

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Michelle Sweetser	8/14/2020	8/15/2021
Vice Chair / Chair-Elect	Karen Trivette	8/14/2020	8/15/2021
Immediate Past Chair	Benn Joseph	8/15/2020	9/1/2021
Steering Committee Member	April Anderson-Zorn	4/27/2020	9/1/2021
Steering Committee Member	Maria Angel Diaz	8/14/2020	9/1/2023
Steering Committee Member	Lae'l Hughes-Watkins	8/18/2018	9/1/2021
Steering Committee Member	David McCartney	8/14/2020	9/1/2022
Steering Committee Member	Krista Oldham	8/15/2019	9/1/2022
Steering Committee Member	Sandra Varry	8/14/2020	9/1/2023
Newsletter Editor	Katie Nash	10/14/2019	9/1/2023
Early-Career Member	Elizabeth James	8/14/2020	9/1/2021
Ex Officio	Jennifer Coggins	9/15/2020	9/1/2021
Council Liaison	Petrina Jackson	8/18/2018	9/1/2021
Council Liaison	Dominique Luster	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** We hosted a series of four free educational webinars throughout the spring: Collecting the Present in University Archives (March 10), featuring Bethany Anderson and Jessica Ballard (<https://www.youtube.com/watch?v=qAtruKi4GIQ>); Those Were the Days: Making College and University Milestones Matter Today (April 15), featuring April Anderson-Zorn and Karen Trivette (<https://www.youtube.com/watch?v=CwpmSkajCYs>); Archiving Student Life on Campus (May 5), highlighting Jessica Ballard, Lae'l Hughes-Watkins, and Valencia Johnson (<https://www.youtube.com/watch?v=84Xp1tt5A1A>); and Using Primary Sources for Instruction (June 2), featuring Rachel Seale and Cara Stone (<https://www.youtube.com/watch?v=lpFdQmi8K1A&feature=youtu.be>). The webinars were well-attended (with a minimum of 125 attendees at each session) and included positive and productive Q&A sessions. All were recorded and are available on SAA's YouTube channel. A Survey Working Group composed of volunteers from the section's steering committee and the section-at-large developed and distributed a landscape survey to capture data related to the management and organization of college and university archives within the United States, as well as the background, skills, responsibilities and tasks in which college and university archivists are engaged. The group released in July its report, College & University Archives: A Landscape Survey – Preliminary Findings, providing initial analysis of the data (<https://www2.archivists.org/sites/all/files/CUArchivesLandscapeSurveyReport-2021-07->

[14\\_0.pdf](#)). We completed the review process for the newest release in our Campus Case Studies series, Case 20: Rethinking Record Groups and University Archives Classification at the University of Nevada, Las Vegas, by Tammi Kim (<http://files.archivists.org/pubs/CampusCaseStudies/Case-20-Tammi-Kim.pdf>).

**Ongoing:** We continue to host weekly Zoom “Coffee Chats.” Karen Trivette and now April Anderson-Zorn have served as hosts. Some chats feature joint discussions and more formal presentations with other sections, while some simply provide a venue for networking and socializing. We formed a Standards Working Group for the express purpose of updating the 20+ year old Guidelines for College and University Archives (<https://www2.archivists.org/groups/college-and-university-archives-section/guidelines-for-college-and-university-archives>). This group has reviewed the standard and submitted multiple proposals to the Standards Committee outlining the process and plan for review. The group received approval from the Standards Committee to move forward and is at the preliminary stages of the two-year long process (through August 2023). Our Academic Archivist blog, managed by Katie Nash, continues to be a valuable resource for connecting with our section members. We intend to strategically increase posts this coming year.

**New:** Nothing to report at this time.

## **STRATEGIC PLAN**

### **Goal 1: Advocating for Archives and Archivists**

It is our hope that the report from our landscape survey and the data contained therein will allow individual archivists in college and university settings to “educate and influence decision makers.”

### **Goal 2: Enhancing Professional Growth**

We hosted an Early Career Member, Elizabeth James, on the Steering Committee this year and have elected to host another member in the coming year (Caitlin Colban-Waldron). This provides a direct opportunity to support the career development of a section member. Our webinars, Campus Case Studies publication, and weekly coffee chats provided a variety of means by which section members can enhance their professional growth, from more formal publication and presentation venues (for both learning and publication) to informal opportunities for community building, information sharing, and networking.

### **Goal 3: Advancing the Field**

Recognizing that much has changed in the 20+ years since the Guidelines for College and University Archives were approved, we are actively engaged in a process to review and update the guidelines/standard. The updated standard will better reflect the current work of and in college and university archives and will serve as a more accurate resource and standard for reference and advocacy. Our Landscape Survey report we designed and distributed this year is an example of one way in which we were able to “foster and disseminate research in and about the field.” We now have data (to be deposited in the SAA Dataverse) that can be used as a benchmark for future studies about college and university archives matters.

#### **Goal 4: Meeting Members Needs**

We engage in regular discussion with C&UA section members at our weekly coffee chats. Section leaders provide important updates via announcements on the section listserv and through posts on the section blog, The Academic Archivist.

#### **ANNUAL MEETING**

**Number of Attendees:** 87

**Summary of Meeting Activities:** The section meeting included reports from the various subcommittees that completed work this past year: nominating, webinars, survey working group, standards working group, and coffee chats. Section leaders facilitated and reported on break-out sessions on the following topics: Student projects Project management, managing our own workload Mutual support, therapy Re-entry, post-pandemic, what is the new normal? Pandemic Pauses: new services, what are we no longer doing?

**Link to Meeting Minutes:**

#### **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

We are an active and engaged section as measured by attendance at our events of the last year, willingness of individuals to volunteer for leadership and service commitments, and active participation of steering committee members in activities in support of the section.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

The email list is our primary means of communicating with the entire section, however, some members have clearly found the weekly coffee chats to be a vital form of communication and engagement.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

The C&U Archives section shares issues and scope overlap with a number of sections, as academic archivists engage in most of the activities represented by affinity groups (appraisal, description, management, collection management systems, etc.).

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

For an umbrella affiliation approach, the most cogent overarching theme would have to be something like "organizational," with parallel groups such as C&U Archives, Business Archives,

Independent Archivists, Manuscript Repositories, Military Archives, Museum Archives, Native American Archives, Public Library Archives, and Research Libraries.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

We do not see a pressing need to merge or affiliate; we would need to know more before being able to react in a concrete way.

**QUESTIONS FOR COUNCIL**

None at this time.

## Congressional Papers Section

Council Liaison: Rachel Winston

Report Submitted by: Robert Lay

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Robert Lay	8/15/2020	8/15/2021
Vice Chair / Chair-Elect	Carly Dearborn	8/15/2020	8/15/2021
Immediate Past Chair	Nathan Gerth	8/15/2020	9/1/2021
Steering Committee Member	Kate Gregory	8/18/2020	9/1/2022
Steering Committee Member	Zachary Johnson	8/15/2019	9/1/2021
Steering Committee Member	Jolene Kennah	8/18/2020	9/1/2022
Steering Committee Member	Sheridan Sayles	8/18/2020	9/1/2022
Steering Committee Member	Rebecca Sherman	8/15/2019	9/1/2021
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** Distributed a survey to CPS membership and other SAA sections (College & University Archives, Government Records, SNAP, and Manuscript Repositories) seeking feedback on the future direction of CPS' Electronic Records Committee.

**Ongoing:** The Electronic Records Committee continues to work out what its focus should be now.

**New:** Planning and creating an unofficial supplement to Managing Congressional Collections, by Cynthia Miller, which will address technological developments in records creation and preservation particular to congressional offices.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

During this year's section meeting, we held a panel on addressing controversies that involve political and congressional collections. This was in response to increased interest in congressional office papers during the 2020 election. Many of us observed that the public did not seem understand what congressional archives were and what the role of the archivist is. The panel explored some case studies about how interest around hot-button issues can be used to increase public awareness of congressional collections and advocate for greater transparency in how congressional offices function.

#### Goal 2: Enhancing Professional Growth

We have begun work on a technical supplement to Managing Congressional Collections. We hope that this document will provide congressional papers archivists with practical advice for

dealing with electronic records, from speaking with donors, to privacy issues, and technical preservation.

### **Goal 3: Advancing the Field**

During our section meeting this year, we held a panel dedicated to reparative description. More and more, our section members are identifying weaknesses in the way we have described our collections and how those weaknesses have tended to center whiteness in political and congressional history. The panel was well-received and has led to many ongoing discussions of equality and inclusivity in our work.

### **Goal 4: Meeting Members Needs**

All of our activities, from the panel discussions held during our section meeting to the proposed technical supplement, sprang from needs that our membership articulated. These would seem to indicate that CPS members are always looking to improve both our technical expertise and the transparency and inclusivity of our work.

## **ANNUAL MEETING**

**Number of Attendees:** 45

**Summary of Meeting Activities:** The members enjoyed three panels during the annual meeting. The first provided a summary of the work we have completed so far on the technical supplement to Managing Congressional Collections. The second focused on how congressional and political archivists have navigated an increasingly polarized landscape. The third featured both guided and open discussion with an archivist who has been active in adopting reparative archival practices in her repository.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

This past year has been exceptionally trying for our members, since many of us are affected by both the pandemic and the stressors involved in the current political situation (particularly our members who work on Capitol Hill). While we allowed some activities to lapse (our newsletter, for instance), we have nevertheless endeavored to carry on the section's work. I was particularly pleased that a brand new project (the technical supplement) was so well-received during a time when many of us are struggling just focus on our daily jobs. It's been a pleasure and a privilege to lead this section during this uncertain time.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Zoom video conferences have been instrumental in our work this year. Members have been flexible in their scheduling for these and diligent in attending them. Posts to the SAA Connect message board have also been helpful, but they are less effective than a direct email.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))  
Does your section share issues or scope overlap with other sections? If so, which sections?**

CPS' mission is closest in scope to the Government Records Section. Many of our members are also members of the College and University Archives Section and Electronic Records Sections as well.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Congressional collections occupy a special niche in that they are large; they require a lot of specific expertise (especially with digital records preservation); and can frequently involve issues of privacy and data security, complicated politics, and both class and racial privilege. It's a mix of hard technical skills and soft administrative skills that sometimes--but not always--overlaps with other sections.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

I don't think it would cause a revolt amongst CPS members if we were grouped in with another section. But most of our members have already decided for themselves which other sections would be helpful for their work. Those with exhibition, instruction, or electronic records needs, for instance, also join those sections in addition to CPS. At the risk of being reductive, it seems that treating sections like a buffet from which archivists can pick and choose what is and isn't useful for their shops would be more useful than having a Congressional Papers combo meal with one or two other sections.

## **QUESTIONS FOR COUNCIL**

No questions at this time.

## Description Section

Council Liaison: Stephen Curley

Report Submitted by: Katherine Duvall

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Katherine Duvall	8/1/2020	8/15/2021
Vice Chair / Chair-Elect	Katherine Madison	8/15/2020	8/15/2021
Immediate Past Chair	Cyndi Shein	8/15/2020	9/1/2021
Secretary	William Clements	8/15/2020	9/1/2022
Member-at-Large	Kelly Bolding	8/15/2020	9/1/2022
Member-at-Large	Helice Koffler	8/15/2019	9/1/2021
Newsletter Editor	Lori Dedeyan	6/3/2019	9/1/2022
Web Liaison	Scott Kirycki	3/1/2019	9/1/2022
Ex Officio	Matthew Gorham	9/15/2020	9/1/2022
Ex Officio	Susan Luftschein	10/31/2019	9/1/2021
Council Liaison	Stephen Curley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** - Completed a revision of our Standing Rules. The revisions were approved by the Section at large by ballot referendum. These updates primarily reflect the changes in the roles and responsibilities of Section officers and reflect updates to SAA guidelines. None of these changes fundamentally alter or change the Section's overall mission or objectives. - Completed the transition of our newsletter Descriptive Notes to a blog of the same name. Created an editorial team that meets monthly and developed submission and formatting guidelines. Successfully solicited, edited, and released eight blog posts on the new site.

(<https://saadescription.wordpress.com/>) - Built out our Documentation Portal to include a section for Inclusive and Reparative Description Resources and began adding resources to that section of the portal. (<https://www2.archivists.org/groups/description-section/description-section-documentation-portal>)

**Ongoing:** - We will continue to develop the section's blog Descriptive Notes. and solicit, edit, and add posts. We also continue to develop procedures and documentation for running the blog, including formalizing an editorial schedule. - We will continue to add resources to the Description Section Documentation Portal on our micro-site.

**New:** - We will increase our collaboration with other SAA Sections to build out the resources on the inclusive description section of the Documentation Portal. Collaboration discussions are already underway with the Native American Archives Section and the Women's Collections Section. - We will begin planning for the transition to a new Lead Blog Editor at the end of the

next year to ensure the sustainability of the blog. - Other projects to be determined by the 2021-2022 Steering Committee as the year progresses.

## **STRATEGIC PLAN**

### **Goal 1: Advocating for Archives and Archivists**

1.3 - The Description Section has provided “leadership in ensuring the completeness, diversity, and accessibility of the historical record” by maintaining and adding to our Documentation Portal and expanding it to include Inclusive and Reparative Description resources. 1.4 - Through the blog, the Section provides a publication platform that allows archivists “to articulate the value of archives.”

### **Goal 2: Enhancing Professional Growth**

2.1 - We decided to bring on an Early Career Member for 2021-2022. 2.2 - Through our newsletter and now our blog, we publish articles and updates about current and evolving descriptive practices. 2.3 - Through the blog and the Documentation Portal we provide accessible and free access to descriptive resources.

### **Goal 3: Advancing the Field**

3.2 - We “foster and disseminate research in and about the field” through our blog and our Documentation Portal. This year we also included updates from TS-DACS and SNAC in our annual meeting to keep our membership informed. 3.3 - This year we invited representatives from other Sections to our annual meeting to discuss their perspectives on inclusive and reparative description and we hope to foster this kind of collaboration into the future.

### **Goal 4: Meeting Members Needs**

4.1 and 4.4 - Over the year, we kept the section membership up to date on activities and opportunities to contribute via the section’s listserv. We presented our activities at our annual business meeting and were available for questions and comments.

## **ANNUAL MEETING**

**Number of Attendees:** 90

**Summary of Meeting Activities:** The steering committee led a successful annual business meeting on July 26 as a part of the annual SAA conference - held virtually for the second time. Members got to hear directly from the Section’s Web Liaison, Scott Kirycki, and our Lead Blog Editor, Lori Dedeyan, along with updates from TS-DACS and SNAC. The annual meeting also included lightning talks from the leaders of other SAA Sections on the topic of inclusive and reparative description. We heard from members of the Native American Archives Section, the Accessibility and Disability Section, the Labor Archives Section, and the Women’s Collections Section.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

### **How would you describe the health or energy of your section? How engaged are your members?**

The Steering Committee is active and engaged and committed to continuing a number of projects in the coming years. We had a good turn out at the annual meeting and a number of responses to our calls for blog posts; otherwise measuring member engagement is difficult.

### **What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

The email listserv along with annual Zoom meetings work well for the wider membership. As we have not had an in-person meeting in 2 years, it's hard to tell if that would work better than a virtual annual business meeting. For the Steering Committee, regular Zoom meetings and email work well for communication.

### **SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Description is a broad and important topic in archives, so this section shares issues and scope overlap with almost every section that deals with archival description in some form. This past year we worked with the Native American Archives Section, the Accessibility and Disability Section, the Labor Archives Section, and the Women's Collections Section on lightning talks on inclusive description for our annual meeting, but there are a number of other sections that could participate in this work going forward. In addition, descriptive work also overlaps with the work of sections like Encoded Archival Standards and the Metadata and Digital Object Section or sections that are based on format like Design Records, Electronic Records, the Oral History Section, and the Web Archiving Section.

### **If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

One umbrella could possibly be "description." It is a core archival function and a necessary activity of archives and archival collections. While many SAA sections are grouped based on identity (of archivists or of collection materials), description as a topic and function is shared across all types of repositories. Depending on how the umbrellas are grouped, another possible option is something akin to "technical services" for sections that deal with back-of-house issues.

### **Do you have any concerns or questions about the potential for your section to merge or affiliate?**

The Description Section is a large section with a wide-reaching scope, as archival description takes a lot of forms and impacts many aspects of archival work, so we would advocate for the section to remain as is and not merge with any other sections. We'd like to know more about what being part of an umbrella of affiliation would entail before making any further determinations.

## **QUESTIONS FOR COUNCIL**

As one possible avenue for the coming years, the section is looking to find a way to assist people working on grassroots community-specific descriptive resources or collaboratively with communities on descriptive projects - possibly through grants to help pay community consultants for these projects. This idea needs to be developed, but we are interested in getting more information on how we might implement a funding project through some of the grants available for SAA sections or some other means.

## Design Records Section

Council Liaison: Eric Chin

Report Submitted by: Alison Anderson

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Alison Anderson	8/15/2019	9/1/2021
Co-Chair	Moira O'Connell-Morganstein	8/18/2020	9/1/2022
Steering Committee Member	Alexa Hagen	8/15/2020	9/1/2023
Steering Committee Member	Aliza Leventhal	8/15/2019	9/1/2022
Steering Committee Member	Emily Vigor	8/18/2018	9/1/2021
Web Liaison	Julia Larson	8/15/2019	9/1/2021
Council Liaison	Eric Chin	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** 1. The Section Standing Rules were updated. Major changes to the rules included adding provisions in the case of a vacancy or receiving no nominees for leadership roles, changing a role of Student Liaison to Member-at-Large, and adding other policies that were implied but never fully documented in order to increase clarity and transparency to our membership. 2. The co-chairs and web liaison worked to update the section's microsite. Updates included adding/revising language on the Preservation Page; adding a page for Emulation-as-a-Service Infrastructure; and adding a Get Involved page. 3. The Section added a "Collaborative Writing Spreadsheet" to encourage members to add professional literature on design records. 4. Co-chairs hosted 2 virtual events, "How to get into design records" and "Teaching with design records" to engage with section members. 5. Co-chairs created a gmail account for the Section. All historic documentation was migrated to a Google Drive for a more centralized resource for leaders. This account also enables the Section to utilize Contacts, Photographs, and possibly Maps to replace a feature on the Finding Design Records page of the microsite.

**Ongoing:** Updating all resource information on the microsite and increasing community engagement.

**New:** 1. Continue to hold informal virtual discussions during the 2021-2022 year surrounding issues related to design records. 2. Investigate the implementation of a DRS blog.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

The DRS led sessions to educate SAA members on career paths, skillsets, and emerging technologies in design records.

### **Goal 2: Enhancing Professional Growth**

Leaders frequently posted professional development opportunities to the DRS listserv from allied professional groups. In addition, calls from SAA for participation in programs, such as the Mentor program and calls for articles for Archival Outlook, were forwarded on the listserv. Leaders also provided a spreadsheet allowing members to make connections through professional writing.

### **Goal 3: Advancing the Field**

The Digital Design Records Task Force continues to provide assistance on how to work with born-digital design records. Recently, the Task Force created "Descriptive Elements for Born-Digital Records in Architectural Collections," which provides a framework for how to describe born-digital design records. The Task Force is also currently working on video tutorials to assist archivists with specialized design software; working with software vendors to bridge the gap in specialized knowledge; and adding design-related vocabulary to the Dictionary of Archival Terminology. A design records appraisal tool will also be forthcoming in the upcoming Fall/Winter issue of the American Archivist.

### **Goal 4: Meeting Members Needs**

Leaders posted to the DRS listserv about professional development opportunities, conferences, and news items related but not limited to design records. Section leaders answered questions posted to the listserv when they could and met with one archives regarding best practices in describing design records.

## **ANNUAL MEETING**

**Number of Attendees:** 45

**Summary of Meeting Activities:** Moira O'Connell led the meeting and announced section election results, recent DRS activity including the informal discussions, updates to the Standing Rules, and updates to the microsite. Moira reviewed what the section hopes to achieve in the coming year, which includes more informal talks and the possibility of a DRS blog. Eric Chin provided the section with Council updates. Jody Thompson (Georgia Tech) and Aliza Leventhal (Library of Congress) gave an update on the Digital Design Records Taskforce, Ann Whiteside (Harvard) provided an update on the Building for Tomorrow IMLS grant, and Seth Anderson (Yale) gave an overview of the Emulation-as-a-Service Infrastructure project by the Software Preservation Network. Malia Van Heukelem (University of Hawaii) gave a presentation on the architect Vladimir Ossipoff's Project Files and Julia Larson (UC Santa Barbara) gave a presentation on access and privacy as it relates to architectural drawings of residential properties.

**Link to Meeting Minutes:** Forthcoming.

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

DRS leaders are keen to engage members regarding design records. Hosting informal talks was a very successful way to interact with members and the Section plans on continuing this format. While the listserv was not as active as the leaders would have liked, the section informed members at the annual meeting that there is a new DesignArchivists slack channel that will hopefully foster more informal conversations and the DRS is also considering starting a blog to engage more members.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

The listserv seems to be the most effective method to reach all members in an equitable fashion.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

The Visual Materials Section would probably be the closest group to align with as many design records also fall into this category.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

To reiterate what was submitted last year, the Design Records Section does share some overlap with the Visual Materials Section in that architecture and design materials are very visual in nature.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

As mentioned in last year's report, we don't necessarily see a problem with an umbrella of affiliation with the VMS, however the DRS should be its own section and should not merge; it serves a very specific subject area that has its own set of needs that the section meets. For example, born digital design records file types (.dng, .dwg, etc.) are not typical of standard file types (.tif, .jpeg, .pdf, etc.) and we are concerned that those needs would get lost within a merge. The smaller size of the DRS works in its favor. Many of our members are able to work collaboratively within the Born Digital Design Records Task Force, and the section leadership is able to offer the Task Force a greater level of support than it would be able to if it was part of a larger section.

## **QUESTIONS FOR COUNCIL**

Again, the same concerns as last year. A concern would be regarding the decision to merge without further consultation of DRS leadership. The current DRS co-chairs and steering committee members would want to discuss any of these decisions at length with our Council liaison before any such decision was made.

## Diverse Sexuality and Gender Section

Council Liaison: Rachel E. Winston

Report Submitted by: Alana V. Varner

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Alana Varner	8/15/2019	9/1/2021
Co-Chair	Marco Seiferle-Valencia	8/15/2020	9/1/2022
Steering Committee Member	Bo Doub	8/15/2020	
Steering Committee Member	Lisa Calahan	7/29/2017	
Steering Committee Member	Daniel DiLandro	8/6/2016	
Steering Committee Member	Michael Oliveira	8/22/2015	
Steering Committee Member	Keith Reynolds	8/18/2018	
Steering Committee Member	Franklin Robinson	8/17/2013	
Steering Committee Member	Nikki Lynn Thomas	8/15/2019	
Steering Committee Member	Florence Turcotte	8/16/2014	
Social Media Liaison	Deborah Richards	8/17/2013	
Social Media Liaison	Bonita Weddle	8/22/2015	
Web Liaison	Johanna Russ	8/17/2013	
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** The DSGS co-chairs collaborated with SAA's Women's Collections Section (WCS) to plan a joint section meeting and panel of presenters for the annual meeting. DSGS and WCS distributed a call for presenters inviting speakers to share stories of LGBTQ+ and women's collections as they deal with ongoing issues tied to the global pandemic and social justice movements. Our sections received three submissions responding to the CFP all applicants were invited to present at the annual section meeting.

**Ongoing:** We worked to support archives professionals seeking guidance from DSGS in using LGBTQ+ resources such as the Lavender Legacies guide in their research. Another ongoing goal is to continue the discussions around proposing changes to DSGS' Standing Rules. Specifically, the co-chairs want to establish term lengths for Steering Committee members and further define the Social Media / Web Liaison(s) positions and responsibilities.

**New:** We had no new projects this year.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

By serving as a liaison between LGBTQIA+ archives and the Society of American Archivists,

DSGS has promoted the value of LGBTQIA+ archives and archivists to institutions, communities, and society. By maintaining a space devoted to LGBTQIA+ archivists and LGBTQIA+ archives through section initiatives like the Lavender Legacies Guide, DSGS also helps to ensure the diversity of the historical record.

### **Goal 2: Enhancing Professional Growth**

By organizing a well-attended annual meeting and facilitating discussions via the general member DSGS listserv (SAA Connect), DSGS provides a hub for professional interaction among LGBTQIA+ archivists and records managers. DSGS also provides opportunities to section members by regularly circulating related job postings. Our continued collaboration with the Women's Collections Section furthers professional interaction across distinct SAA/professional communities.

### **Goal 3: Advancing the Field**

By sharing the research of Eirini Melena Karoutsos and Jordi Padilla-Delgado via our annual meeting's panel presentation, DSGS disseminated new scholarly endeavors within the field of LGBTQIA+ history and provided space for professionals focusing on LGBTQ+ topics to showcase their work.

### **Goal 4: Meeting Members Needs**

The primary functions of DSGS is to provide a safe space for queer archivists and archivists serving queer communities to discuss relevant issues and to advocate on behalf of those archivists and archival collections. The section involves all membership in decision-making and solicits opinions before moving forward with potential changes. In the future DSGS hopes to create more structure and clarity within section leadership.

## **ANNUAL MEETING**

**Number of Attendees:** 70

**Summary of Meeting Activities:** Joint meeting with the Women's Collections Section (WCS) with presentations on surfacing marginalized histories in archival collections from Eirini Melena Karoutsos and Jordi Padilla-Delgado; business meetings in breakout rooms.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Our members are very enthusiastic about the section and moderately engaged in various forums. Although section leadership has, for several years running, noted a need for a change to our standing rules to clarify leadership roles and participation.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Email and annual meeting via zoom

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))**

**Does your section share issues or scope overlap with other sections? If so, which sections?**

Yes, we have a longstanding collaboration with the Women's Collection's Section

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Identity based sections

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

This seems like one potential way to shift our section standing rules and clarify roles.

## **QUESTIONS FOR COUNCIL**

Not at this time

## Electronic Records Section

Council Liaison: Meg Tuomala

Report Submitted by: Annalise Berdini

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Annalise Berdini	8/15/2020	10/1/2021
Vice Chair / Chair-Elect	Sara Rogers	8/15/2020	8/15/2021
Immediate Past Chair	Susan Malsbury	8/15/2020	10/1/2021
Steering Committee Member	Andrea Belair	8/15/2019	9/1/2022
Steering Committee Member	Elizabeth Carron	8/15/2019	9/1/2022
Steering Committee Member	Valencia Johnson	8/15/2020	9/1/2023
Steering Committee Member	Jane Kelly	8/18/2018	10/1/2021
Steering Committee Member	Jenny Kornis	8/15/2020	9/1/2023
Steering Committee Member	Kelsey O'Connell	8/18/2018	10/1/2021
Council Liaison	Meg Tuomala	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** All current projects for the section are active and ongoing

**Ongoing:** Resource Center Project: SAA ERS is working towards a collaborative, one-stop resource center for electronic records references with CoSA. CoSA has a platform that is already in use, and SAA has resources to contribute from the survey done in the 2018-2019 year. Skill Share Series: ERS will be hosting an ongoing series of casual, 30 minute brown bag style conversations with multiple people giving input rather than one expert leading the conversation - Interview tips, practicing for presentations, elevator speeches, how to explain your work to non-digital archivists/ers archivists, how to prep for the tech piece of the interview, knowing your audience, how to meet people where they are, etc. Speaker Series: Guided discussion format -- less formal than a presentation, but more than a coffee chat. This series brings in a few 'experts' in on topics of interest to the section to get conversations started on challenges common to the field: working with students, donors with little tech experience, dealing with Google Drive/Dropbox, etc.

**New:** New projects forthcoming.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

We have mostly addressed 1.3 and 1.4 -- helping ensure the completeness of the record and giving archivists tools to advocate for themselves. The Skill Share series in particular is designed to do this, by addressing topics common to all of us as archivists -- elevator pitches, how to explain your work to non-archivists, meeting people where they are.

### **Goal 2: Enhancing Professional Growth**

ERS has focused very strongly on enhancing the professional growth of its members. The Resource Center project is designed to bring all of the most helpful resources on born-digital records under one easy to search interface, with specialized faceting to guide users towards resources that are applicable to their own situations -- for example, institution size or budget. Both of our series, Skill Share and Speaker, are also designed to make common topics accessible and to make discussion amongst members easier. The hope is that we will help our members form stronger networks with their peers, leading them towards greater success and satisfaction in the field.

### **Goal 3: Advancing the Field**

The Resource Center Project with CoSA has involved a great deal of collaborative work with our colleagues to determine the best way to partner for everyone's benefit. From surveying our members for their favorite resources, to rating those resources, to creating a taxonomy for the search interface, to working on governance documentation together. It has been a challenge and area of growth for the group, but we hope it will create a helpful place for new professionals and those who have been doing the work a long time.

### **Goal 4: Meeting Members Needs**

We have a very lively listserv, in which members frequently engage in discussions amongst themselves, and which we also use to find out member interests and ideas. This year was a strange one for everyone, including the steering committee, but as we head into 2021 we are hoping to begin new projects based on what our membership requests.

## **ANNUAL MEETING**

**Number of Attendees:** 106

**Summary of Meeting Activities:** Annual Meeting was held in conjunction with the Web Archives Section. Both sections gave business updates before two presentations: Eric Hung, The Work of an Asian American Research Center during a Wave of Anti-Asian Violence, and Steven Urgola, Web-archiving Egypt's January 25, 2011 Revolution: Looking Back Ten Years On. The presentations were followed by a guided Q+A. It was an incredibly successful meeting with a high number of attendees, especially considering it was one of the first section meetings and happened the Friday before July 4th. The attendees were very engaged and had excellent questions for our speakers.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

The section is fairly engaged. As noted earlier, the listserv is very lively and always has people sharing jobs or asking questions of one another. We also have good attendance when we host activities, and our annual meeting is always quite full. We don't get as many responses to requests for direction as we would like, but we also don't get complaints.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

The section seems to do well with communication through the listserv.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))  
Does your section share issues or scope overlap with other sections? If so, which sections?**

We have some scope overlap with one or two other sections, like the Web Archiving Section and Metadata Section, but it really just provides good partnership opportunities for discussion. It has always worked out well to be able to reach out to those other sections during the annual meeting, for example, and many of our members are also members of those other sections without hearing the same things over and over again.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

If we were part of an umbrella affiliation, I would imagine it would be very large and not quite right for the groups I mentioned. Perhaps WAS could come under an electronic records umbrella, but I wouldn't do that with Metadata or Records Management, for example, even though we often have overlap.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

I would be concerned about the size and management of the merged group. It's already hard enough to meet with our steering committee as it is, and to get things done.

**QUESTIONS FOR COUNCIL**

The section benefited greatly from the small amount of funding available before FY2021 for section initiatives and would like to see that practice restored/continued.

## Encoded Archival Standards Section

Council Liaison: Stephen Curley

Report Submitted by: Betts Coup

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Elizabeth Coup	9/24/2019	10/1/2021
Co-Chair	Bo Doub	8/14/2020	9/1/2022
Steering Committee Member	Michele Combs	9/24/2019	10/1/2023
Steering Committee Member	Irene Gates	9/20/2020	9/1/2021
Steering Committee Member	Susan Luftschein	9/24/2019	10/1/2021
Council Liaison	Stephen Curley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** The Encoded Archival Standards Section responded to a 2019-2020 survey and respondents' requests for additional free educational resources at all levels for those who work with or are interested in working with the standards by updating our SAA microsite resources page, our GitHub site, and participating in the creation of several publicly available, free online tutorials with TS-EAS. In order to do this, the steering committee committed to collaboration with TS-EAS on multiple other projects, including assisting with webinars, helping to promote educational opportunities, and organizing and holding a joint annual meeting that included a moderated discussion on the current state of encoded archival standards.

**Ongoing:** Additional webinars are planned for the coming year, with some already in development, and the renewed partnership with TS-EAS will continue. The senior co-chair will serve as a liaison between the EAS Section Steering Committee and TS-EAS, and the section leaders plan to continue promoting webinars and working to increase the resources available to users of the standards.

**New:** During the joint annual meeting, several attendees expressed the need for an interactive environment in which to ask questions, solicit advice, share best practices, etc., particularly for those new to the standards or "Lone Arrangers" working on their own. In the coming year, the steering committee will look into holding coffee chats or additional casual discussion sessions regarding the standards, as well as continuing to work with TS-EAS to produce and promote educational resources about the standards. We will also be reviewing the results of the OCLC/NAFAN Project's research regarding the implementation of EAD to see where this could inform our work, or where our work could complement that of NAFAN.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

The EAS Section has worked hard to provide an inclusive, welcoming, and education-focused

atmosphere for our members. Our work connects most with two aspects of this goal: 1.3. “Provide leadership in ensuring the completeness, diversity, and accessibility of the historical record,” as we work to provide better resources that allow archivists to provide encoded records and enhance access; and 1.4 “Strengthen the ability of those who manage and use archival materials to articulate the value of archives,” as we strive to provide educational materials about the standards that can boost members’ abilities to manage and describe archival materials.

### **Goal 2: Enhancing Professional Growth**

The goals of the EAS Section are closely aligned with this particular aim, as our mission is to provide educational resources for our peers and colleagues internationally. Especially this past year, as we updated our bibliographic and other available resources on our microsite and developed free online webinars and tutorials about the standards, their updates and revision cycle, and use cases, all in collaboration with TS-EAS, we feel directly connected to two aspects of this goal: 2.2. “Provide content, via education and publications, that reflects the latest thinking and best practices in the field;” and 2.3. “Deliver information and education via methods that are accessible, affordable, and keep pace with technological change.” Our annual meeting this year was intended to foster a sense of professional community and practice amongst our members, including a moderated discussion about the current state of the standards. This work relates to an additional element of this goal, 2.4 “Foster communities for professional interaction.”

### **Goal 3: Advancing the Field**

The EAS Section works actively with TS-EAS in order to understand member needs regarding the encoded standards and provides resources and support for their usage. This includes sharing information about the revision cycle and being an active part of the conversation regarding shifts in the field and needs for revisions to the standards. EAS, in conjunction with TS-EAS, works to develop and provide access to research regarding the standards; this collaboration has proven to be highly effective for disseminating information about the encoded archival standards.

### **Goal 4: Meeting Members Needs**

The EAS Section completed a member survey in 2019-2020, and all activities regarding updating our online resources, working to develop free online tutorials, and holding a conversation about the standards at our annual meeting were in direct response to the member needs raised in that survey.

## **ANNUAL MEETING**

**Number of Attendees:** Approximately 75

**Summary of Meeting Activities:** The Encoded Archival Standards Section annual meeting was held jointly with TS-EAS in July 2021, with much of the meeting comprised of a moderated discussion on the state of the standards, featuring Natalie Adams, Cambridge University; Karin Bredenberg, Kommunalförbundet Sydarkivera; Jane Cross, Library of Congress; Paige Roberts, Phillips Academy; and Jessica Sedgwick, Harvard Medical School, moderated by Betts Coup and Bo Doub. The meeting also included an SAA Council update from Stephen Curley, included

updates from the EAS Section (Betts Coup) and TS-EAS (Mark Custer), as well as information about the Art and Rare Materials (ARM) Bibframe Extension's newly published ontology (Elizabeth Russey Roke).

**Link to Meeting Minutes:**

**SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Despite having difficulties getting candidates for our elections, we have had a lot of responses and engagement from our users. One tutorial has been watched 1500 times, and we had 75 attendees at our July 6 meeting, despite being the day after a U.S. national holiday.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

We find the email listserv to be the most easy way to communicate with our section, but the streamed annual meetings have been wildly successful - well over 200 attendees in 2020 and 75 this year.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

The Encoded Archival Standards Section shares issues with several other sections, including Description, Collection Management, and Metadata and Digital Objects.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

The overarching theme or umbrella would be metadata; the descriptive standards that inform content, the encoded standards that define structure, and the tools that are used to create, manage, and provide access to metadata.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

We feel that though we share topics with several sections, with whom we are working to collaborate, the EAS Section has a specific role in providing resources and outreach regarding the implementation and use of encoded archival standards and would prefer not to merge with another section.

**QUESTIONS FOR COUNCIL**

We do not. Thanks for your time!

## Government Records Section

Council Liaison: Eric Chin

Report Submitted by: Brad Houston

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Brad Houston	8/1/2020	8/15/2021
Vice Chair / Chair-Elect	Cathrine Giles	8/15/2020	8/15/2021
Immediate Past Chair	Stephanie Bayless	8/1/2020	10/1/2021
Steering Committee Member	Gina Nichols	8/15/2019	9/1/2022
Steering Committee Member	Genevieve Preston	8/15/2020	9/1/2022
Council Liaison	Eric Chin	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** The pandemic threw a wrench into the plans and ability to devote time to professional development of many SAA members, unfortunately including the GRS. We did not accomplish any major initiatives this year, although we did lay the foundation for some in the future (see ongoing). We did manage to publish a Government Records Case Study from the State Archives of Alabama, available on the SAA website.

**Ongoing:** A few projects that were planned, but for various reasons never got off the ground or continue to be in progress: --GRS Presentation Workshop-- helping members with practicing or touching up presentations related to government records --Bylaws revision (need to submit to membership for a vote, then to Council for approval)

**New:** We had discussed increasing our web presence with blog posts, social media, etc. but again did not get around to doing so; as chair during this time I take responsibility for this inaction. Hopefully the incoming chair will be able to take this plan further for 2021-22.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

No direct action, though the section had its ear to the ground about opportunities to support government archivists and will continue monitoring for 21-22.

#### Goal 2: Enhancing Professional Growth

Provided a workshop for assisting members with presentations; offered to help connect potential panelists. Unfortunately few takers from the membership.

#### Goal 3: Advancing the Field

The publication of the case study from the Alabama State Archives will help government archivists think about ways to implement electronic records programs at their own institutions,

which will result in a more complete historical record and a field more prepared for the needs of modern records.

#### **Goal 4: Meeting Members Needs**

No direct action in this area.

### **ANNUAL MEETING**

**Number of Attendees:** Approx. 60

**Summary of Meeting Activities:** This was a joint meeting with Local Government Records. LGRS put together a speaker lineup, with Katy Klettinger discussing the LYRASIS study of small government archives and its implications, and Brian Whitley discussing the activities of COPP and their relevance to government archivists. In the second half of the meeting, members of the GRS steering committee facilitated a group discussion of how members were coping with the COVID-19 pandemic and the changes (good or bad) that had come out of it thus far.

**Link to Meeting Minutes:**

### **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

The section is somewhat listless at best. At least in part because of the inaction from the steering committee and me as chair in particular, we had great difficulty recruiting candidates for Vice Chair and Steering Committee, and in fact are still down one slot going into September. The incoming chair will hopefully have more time to work on engaging membership and breathing more life into the section.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Email listservs are really the best option, as many of our members do not have access to social media, blogs, etc. at work because of government firewalls.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

There is obvious overlap with the Local Government Records Section (hence the joint meeting), but also with Congressional Papers, Military Archives, Records Management, Electronic Records and Public Libraries.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

In a lot of ways GRS already IS an umbrella-- as noted above there are a lot of sections which are comprised of subunits of the GRS' full remit. In this light a merger could be appropriate to help prevent members being overwhelmed by choice.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

No.

#### **QUESTIONS FOR COUNCIL**

No.

## Human Rights Archives Section

Council Liaison: Stephen R. Curley

Report Submitted by: Ryan Hendrickson

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Natalie Bond	8/15/2019	10/1/2021
Co-Chair	Ryan Hendrickson	8/15/2020	9/1/2022
Steering Committee Member	April Anderson-Zorn	8/18/2020	10/1/2021
Steering Committee Member	Erin Mahaney	8/18/2018	10/1/2021
Steering Committee Member	Mark Matienzo	8/15/2019	10/1/2021
Steering Committee Member	Susan Rishworth	8/15/2020	10/1/2021
Newsletter Editor/Web Liaison	Hilary Barlow	8/6/2016	10/1/2021
Council Liaison	Stephen Curley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** Ryan did research on the history of the HRA for possible use in an anniversary event (which hasn't happened yet).

**Ongoing:** In late 2020, Natalie and I collaborated with Tarienne Mitchell, co-chair of the Archivists and Archives of Color section, to plan a series of related events highlighting particular topics from each section. The HRA was unable to participate as of yet, but it might in the future. Natalie and I have discussed shifting attention away from the section email listerv and towards social media, especially Twitter and Substack; that is still an ongoing process.

**New:** The HRA is at a crossroads. These next few months are going to be spent putting the section back on its feet in terms of membership and activities. The basic mission of the section is as relevant as it's ever been, so there is a lot to work with if we can get a critical mass of committee members and energy together.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

We weren't able to contribute to this goal this year. Our lack of membership and other factors made it impossible.

#### Goal 2: Enhancing Professional Growth

This was another goal we were unable to move forward this year. For our section, we could enhance the professional growth of our colleagues by more actively promoting events, meetings, symposia, etc. that would allow archivists to share their knowledge and experience in the human rights field.

### **Goal 3: Advancing the Field**

Unfortunately, we were not able to advance the field. Our goal in this area is to form thematic and practical connections between archives and archival material related to human rights, which covers a wide range of collections. This would advance the field by allowing more collaboration between these different institutions.

### **Goal 4: Meeting Members Needs**

This was not a good year for meeting members' needs on our part. We lost all of our steering committee, so we are in the process of rebuilding our roster. One of our current goals is to help archivists who work with human rights-related collections connect with resources that will support their work.

## **ANNUAL MEETING**

**Number of Attendees:** One (Ryan Hendrickson).

**Summary of Meeting Activities:** The HRA section did not hold a meeting at SAA this year, we are hoping to come back as soon as we can.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

The section is at a low point right now. A combination of uncertainty in members' personal and professional circumstances, as well as health issues for both co-chairs, made it difficult to form and keep a stable membership. But I believe there are archivists in the field who want to get involved in our section or one like it, so I expect the engagement will greatly increase if we can get those people involved with the section.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

For general communications, the listserv seems to work well. For more detailed conversations, we have done some Zoom meetings, which also worked well. In-person meetings haven't been possible this year.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

We overlap to some extent with the Issues and Advocacy section, based on the similarity of our concerns; as well as the Archives and Archivists of Color section and the Native American Archives section.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

I could imagine the Human Rights Archives combining with other, similar sections under a Social Justice theme or something similar.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

I would be curious about the governing structure. The HRA is obviously as small as you can get, but I wonder if combining multiple round tables might get unwieldy. Regardless, I think the "affinities" idea would suit us very well.

### **QUESTIONS FOR COUNCIL**

Not at this time.

## Independent Archivists Section

Council Liaison: Derek T. Mosley

Report Submitted by: James "Jim" Havron

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	James Havron	8/1/2020	8/15/2021
Vice Chair / Chair-Elect	Ingi House	8/14/2020	8/15/2021
Immediate Past Chair	Kate Blalack	8/1/2020	9/1/2021
Steering Committee Member	Leigh Armstrong	8/18/2018	9/1/2021
Steering Committee Member	William Coates	8/14/2020	9/1/2023
Steering Committee Member	David Spriegel	8/14/2020	9/1/2023
Steering Committee Member	Jennifer Steinhardt	8/18/2018	9/1/2021
Steering Committee Member	Gina Tecos	8/14/2020	9/1/2023
Steering Committee Member	Rachael Woody	8/15/2019	9/1/2022
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** -- Created proposal to update standing rules to make the service dates and role of Web liaison consistent with the rotating service class dates found elsewhere in the steering committee and in parts of the rules. This proposal was passed by vote of the membership of the section -- Provided requested Webinar on what hackers do, presented by an archivist who is also a member of the cybersecurity profession and works as a Certified Ethical Hacker. Also took advantage of opportunity to have highly regarded Cloud security and business expert present on challenges archivist could face when using cloud services. (This was a rare opportunity to have an expert from outside the archives field speak on this subject.) -- Produced a short history of the formation of the section from within another section, using primary sources, such as email and reports, to show the purpose and mission of the section, and why it has established as a separate section when consultants, project archivists, and other solo positions were already part of the Lone Arrangers Section. (It will be noted that these positions are still a part of the older section, which has not been displaced by the Independent Archivists.) -- Created a written response, to be posted on the blog and microsite, to reoccurring requests for what makes an independent archivist independent, with different issues to deal with than might be found elsewhere in the profession.

**Ongoing:** -- Continue to build and maintain an updated list of various resources, for and created by, independents. These resources are meant to be available to any and all. -- Continue to work with archivists and others to find places where independent archivists may have particular value, as well as potential section members who may not have realized they have a place in the section. -- Continue to provide presentations/education/workshops/discussions of experiences for

members, particularly when the presentations, etc., come from professionals with greater experience in specific areas than might be possessed by archivists who have encountered issues, but do not have them as part of their regular work flow.

**New:** -- We will consciously strive to initiate programs with the aim of being inviting to outside cooperative relationships. -- Recognizing that independents cover a variety of specialties, and that some may feel intimidated by ideas of what the quintessential independent archivist may be, we plan to work at better motivating members or prospective members to develop their specialties or unusual positions, becoming more active in the membership community and leadership. -- We wish to introduce quarterly meetings in the form of “coffee breaks”, discussions on topics (to be determined), games or challenges (one member of the steering committee works with escape rooms), scavenger hunts or capture the flag events. Networking, better knowing each other, and opportunities to introduce someone new to the group will be goals of these activities. -- With the understanding that the most common feature of an independent archivist is working outside the normal archival community, with other professions and fields of endeavor, we plan to develop a program of outreach, as well as “inreach”, which we define as bringing those we meet in other professional environments in to relate their experiences to archivists. This program or working group will also seek to discourage members from making the archivist community within SAA the primary objective for a customer base for businesses where they work, creating conflict of interest. -- There have been proposals that we look for ways to offer students, new professionals, non-professional archivists, or others, opportunities to work with the section at an appropriate level of activity. This is on the table.

## **STRATEGIC PLAN**

### **Goal 1: Advocating for Archives and Archivists**

Independents generally work in environments where they are surrounded by and interact with no archivists. Our focus on bringing in outsiders, who may know little or nothing about archives and the historical record, helps bridge professional gaps and educate others about what we do and why it is important. Our members have opportunities to help preserve the historical record among a wide range of community. For example, members work with emergency responders, trying to preserve records that might otherwise be lost, often in communities that may never have thought of saving their history. Members work with museums, businesses, volunteer institutions, and serve on advisory and governing boards that help train and guide less experience archivists and build archival programs.

### **Goal 2: Enhancing Professional Growth**

Our education programs include technological and issues of current concern, such as changes in cloud methods and regulations during the past year, growth and application of privacy regulation, and new types of records created by automated activities and AI. Section leadership has been actively discussing ways to support members in their individual niches as archivists, encourage new and potential archivists to participate in the section as they develop their skills and goals for the future. Leadership has taken on plans to better provide networking and activities for professional interaction. This year these things have mostly been emerging ideas and plans, but some of them are on our list of plans for the future.

### **Goal 3: Advancing the Field**

Key characteristics of our programming this year have been collaboration with others to help add to our professional knowledge and emerging standards and practices in the field. Particularly where our field encounters another. Such encounters bring new information that may not be readily available to a larger part of the professional body, but which can be made available because of our different connections with others. Example: while some in the archives world are unconcerned about susceptibility of Android phones to viruses, trojans, or other malware, we have brought out recent international research regarding over 10 million such devices being compromised, and hundreds of millions of dollars stolen through such compromise. This suggests a tightening of standards would be in order.

### **Goal 4: Meeting Members Needs**

Communication among members has improved this year, with a few notable exceptions because of unusual difficulties in the remote work environment, as well as technical issues. We did not have a Web liaison this year, but remedied that during the elections. The steering committee worked at giving everyone opportunities to participate in some task or project, and sought to find members or non-members who could exercise interests in activities. We have been open to suggestions, and openly available and transparent. We have also discussed areas needing improvement and will seek to improve.

## **ANNUAL MEETING**

**Number of Attendees:** 19

**Summary of Meeting Activities:** Attempts were being made to gather people for a different program desired by steering committee members, but this could not be pulled off. The program was finalized not long before the meeting, but although the date and time of the meeting had been posted some time previously, there were difficulties getting the final announcement out. The result was that even the general announcement list posted after the meeting was held. Strong interest in the program recording was voiced. Business portion of the meeting was light, as only one of the chairs and few of the other leadership could attend. Announcements regarding elections, programs, and leadership changes were, nonetheless made. The presentation was: "Data Security Challenges in the Cloud World" Many organizations have decided to migrate critical functions, applications and data to the cloud, but haven't yet anticipated or evaluated all the risks faced by doing so. IT and IT Audit teams may not have considered all the new issues and security implications introduced by moving to the cloud because the steps, processes, and actions required that can be different from traditional technology deployments. Speaker: Frank Platt, CISSP, IT and Cyber Security consultant with InfoSec Alliance

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Member interest seems to be high, with significant enthusiasm when interaction takes place. But there is frankly some confusion in the general membership as to how they fit in or if they even should belong. Activity on the list and other media is low, but interest in programs we offer or promote is high. Informal discussions at previous meetings suggest that some of the confusion is partly caused by the gap between the mission of the section and what some mistakenly believe the mission to be. These last are very outspoken, and only during the last two years has an active effort been made to bring about a mutual understanding of purposes, missions, and goals. The situation is being remedied. There is also a good deal of “off-list” communication, so leadership does receive feedback and acts upon it.,

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Email for the general membership. Internet conferences (Zoom) for scheduled meetings and conference calls for very small groups. Social media use is diverse and inconsistent, so it is only effective as a broadcast tool.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

The unifying factor of this group is the unusual work environment, unique circumstances under which their job is performed, and the use of different skills and experience than that of the average archivist. Apart from these things, the members fit well in other groups, but the section was formed because of these things, which are not the focus of other groups. The group was initially formed after conversations among members of the Lone Arrangers Section, and the confusion that has been very problematic for the past few years is a belief by some that the section is all about consulting, self-employment, and all that goes with those things. Those holding these beliefs seem to feel they must be the focus of the section because something special about being involved in consulting as a business sets us apart from the lone arrangers. They were not founding members of the section, or they would realize that the Lone Arrangers has always been the home for self-employed consultants, and if that is who we were, then we should never have started a new section. Those voices cause confusion, and may cause others to think we overlap. But archivists who are also fully developed members of another profession that they practice along with archives, and are members of special teams that have members that are archivists and members who are not, and have missions that include archival work but is not limited to it, do not belong with lone arrangers. Those voices of confusion do not speak for most of the section, and the section belongs on its own.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

The umbrella would be archivists who fit in different places among their colleagues, but practice their professions in ways that do not fit well with any of the other sections to a degree that would

not make them fringe elements at best and outcasts at worst. Most would just be a fringe element. Some are to other extremes.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

Our members tend to be members of other sections or Society groups, and would gain nothing by joining one through merger. On the other hand, those who do work in places that set them apart in some ways from the rest of the archival community will either have to acknowledge that these jobs are not supported by SAA and struggle with it, or acknowledge the same thing and decide that SAA will hinder the work they do.

**QUESTIONS FOR COUNCIL**

We are somewhat regrouping and examining where we can go in the coming years. I am certain we will have questions for the Council, particularly when it comes to collaboration with different groups. We will have to address these later. Budget needs may pop up, but because of the lead time, I suspect we will have to find different funding or work things out so we do not need the funds.

## International Archival Affairs Section

Council Liaison: Mario Ramirez

Report Submitted by: Margarita Vargas-Betancourt

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Natalie Baur	8/15/2020	9/1/2022
Co-Chair	Margarita Vargas-Betancourt	8/15/2019	9/1/2021
Member-at-Large	Brad Bauer	8/15/2019	9/1/2022
Member-at-Large	Susanne Belovari	8/22/2015	9/1/2021
Member-at-Large	James Lowry	8/15/2020	8/15/2021
Council Liaison	Mario Ramirez	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** We developed a virtual seminar series called Archival Landscapes. We had 4 webinars (each with about 30 participants): 1. Romanian Archival Landscape, October 13, 2020 2. Archival Landscapes: A perspective from Chile, January 29, 2021 3. Archival Landscapes, Nigeria, April 21, 2021 4. Archival Landscapes, Thailand, July 28, 2021

**Ongoing:** The Archival Landscapes series will continue.

**New:** The section will explore ways to communicate better with the members.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

We highlighted the challenges that archivists face in different regions in the world. The webinar series allowed us to identify commonalities and differences.

#### Goal 2: Enhancing Professional Growth

The webinar series also highlighted key strategies that archivists can follow to overcome different challenges. Learning about challenges in other countries also allowed us to appreciate the privileges that we as archivists have in the U.S.

#### Goal 3: Advancing the Field

The webinar series increases the connection that SAA and that individual archivists have with international archivists. We hope that this will further internationalization in the profession.

#### Goal 4: Meeting Members Needs

The webinar series and the annual meeting were well attended. The feedback was positive.

### ANNUAL MEETING

**Number of Attendees:** 27

**Summary of Meeting Activities:** IAAS had a joint meeting with LACCHA. Both sections presented their reports. And IAAS presented the 4th webinar of the Archival Landscapes series which featured Thailand. Because of the time difference, the presentation was pre-recorded.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

I would describe it as very engaged. We had a good turnout for every webinar, including the annual meeting.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

The SAA listserves seem to work fine. But it would be nice to expand to social media.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

It overlaps the most with LACCHA, Human Rights.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

This is a difficult question. Probably with the terms International and Diaspora.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

I think it might be a very good idea. The joint meetings with LACCHA have always been a success.

## **QUESTIONS FOR COUNCIL**

no

## Issues and Advocacy Section

Council Liaison: Mario Ramirez

Report Submitted by: Holly Croft

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Nahali Croft	8/1/2020	8/15/2021
Vice Chair / Chair-Elect	Lauren McDaniel	8/15/2020	8/15/2021
Immediate Past Chair	Joanna Black	8/1/2020	10/1/2021
Steering Committee Member	Genna Duplisea	8/15/2019	10/1/2021
Steering Committee Member	Caitlin Rizzo	8/18/2020	9/1/2022
Steering Committee Member	Sheridan Sayles	8/15/2019	10/1/2021
Steering Committee Member	Bradley Wiles	8/18/2020	9/1/2022
Council Liaison	Mario Ramirez	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** The I&A Steering Committee held the annual section meeting on July 30, 2021, which included the chair's report and a panel on labor successes in the face of adversity.

**Ongoing:** The Issues and Advocacy Wordpress site is the I&A section's ongoing form of member outreach. The site includes three main blog series with submissions accepted on a rolling basis: "Archivists on the Issues," "ICYMI," and "Steering Shares." Additionally, I&A Chair Holly Croft met in Fall 2020 and Spring 2021 with the leaders of SAA's Committee on Public Policy, Committee on Public Awareness, and the Regional Archival Associations Consortium (or RAAC) to discuss potential joint projects. The continuing COVID pandemic has significantly worn down many archivists, particularly as more of us returned to work in-person over the course of this year. The Issues & Advocacy Section Steering Committee decided to dedicate their annual section meeting to discuss labor wins - no matter how small - in the face of a difficult environment and invited three archivists -- Carli Lowe, Jessica Chapel, and Christina Zamon -- to lead the panel. Additionally, each month, Steering Committee Member Genna Duplisea sent out an "I&A Month in Review" email on the I&A SAA listserv linking members to timely information and resources pertinent to the section's mission and goals. This email series is ongoing and will continue.

**New:** This year, we collaborated with SAA's Committee on Public Policy, Committee on Public Awareness, the Public Library Archives/Special Collections Section, and the Regional Archival Associations Consortium to create a mini-workshop on advocacy, which was one of the pre-conference offerings at this year's annual meeting.

### STRATEGIC PLAN

### **Goal 1: Advocating for Archives and Archivists**

The I&A Wordpress blog serves as an effective means of out-word communication for section members. Again this year, we've had posts that focused on topics that advocate for the archives profession and the work of archivists. Similarly, the panel discussion at our annual meeting focused on archival labor.

### **Goal 2: Enhancing Professional Growth**

The I&A Wordpress blog served as an effective means for section members to engage in professional growth. Additionally, the "I&A Month in Review" email on the I&A SAA listserv informed section members of pertinent professional news and resources, such as online recordings for the SAA Forum. Finally, the I&A Section participated in a mini-workshop to help SAA members better advocate for themselves and their institutions.

### **Goal 3: Advancing the Field**

The I&A Wordpress blog served as an effective means for section members to advance the archival field. Further, the "I&A Month in Review" email on the I&A SAA listserv promotes resources that advance the archival field.

### **Goal 4: Meeting Members Needs**

The I&A Wordpress blog is a space for section members to share their thoughts, experiences, and needs as they relate to archival outreach and advocacy efforts. The sections "Archivists on the Issues" and "ICYMI" accept submissions on a rolling basis to reflect the viewpoints of I&A section membership in real time. Finally, the purpose of having the panel discuss archival labor wins in the face of adversity at the section meeting was to provide a space for archivists to experience a moment of hope during the continuing pandemic.

## **ANNUAL MEETING**

**Number of Attendees:** 23

**Summary of Meeting Activities:** Section Chair Holly Croft began the meeting by acknowledging new and departing section leadership, and then turned the meeting over to Council Liaison Mario Ramirez for updates and announcements. Next, Croft presented a recap of the preceding year's events. Highlights included blog posts from guest contributors as well as the continuing collaboration with the Committee on Public Awareness, Committee on Public Policy, and Regional Archives Association Consortium. Then, Carli Lowe, Jessica Chapel, and Christina Zamon led a panel discussion on archival wins in the current climate with attendees. Finally, Croft thanked attendees for their participation and ended the meeting.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Because of the strength and skills of former leadership, the section internally looks healthy, though membership remains quiet. The pandemic has disoriented many of us, and many are experiencing burnout now that we're 18 months in.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Email listservs and blog posts are the most effective means of communicating with the I&A membership, especially during a pandemic.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Yes: because issues and advocacy topics touch every aspect of the profession, nearly every SAA section shares overlap with the I&A Section. The sections most closely overlapping with the I&A section: Students and New Archives Professionals; Accessibility and Disability; Lone Arrangers; Archivists and Archivists of Color; Diverse Sexuality and Gender; Human Rights Archives; Native American Archives; and Reference, Access and Outreach.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

The advancement, evolution, and care that moves this field forward.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

No.

## **QUESTIONS FOR COUNCIL**

No.

## Labor Archives Section

Council Liaison: Eric Chin

Report Submitted by: Shae Rafferty

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Benjamin Blake	8/15/2019	9/1/2021
Co-Chair	Shae Rafferty	8/15/2020	9/1/2022
Council Liaison	Eric Chin	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** -Created Labor Archives Directory online survey and solicited entries across GLAM organizations. -Created a LAS member survey

**Ongoing:** -Updating the Labor Archives Directory as entries have been submitted. -Expanded scope of Labor Archives Directory to be more inclusive of records of working people.

**New:** -Created a Communications Subcommittee to work on improving communications among section members and promote section news/updates to a broader audience. -Effort to create a quarterly discussion/meeting with input from members on topics.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

Expanding the Labor Archives Directory to include non-labor specific organizations to connect researchers with a broader, more inclusive range of archival material. Allows organization members to self-describe and feel more connected to the labor archives community.

#### Goal 2: Enhancing Professional Growth

Engaging and forging connections between labor archivists through meetings and project work. These connections have led to conference presentations and other archival inspired projects.

#### Goal 3: Advancing the Field

We plan to address this goal in the coming year as we plan or additional group discussions relating to important issues facing labor archives in terms of description, equity and inclusion, and donor organizations.

#### Goal 4: Meeting Members Needs

Conducted survey to gather information on how LAS is meeting member's needs and how we can improve as a section. Using the results, we will move towards addressing concerns and interests of members.

### ANNUAL MEETING

**Number of Attendees:** 15

**Summary of Meeting Activities:** Discussed member survey and brainstormed ways to engage and communicate with members of the section and the profession-at-large. Discussed potential of providing more leadership opportunities. Member updates regarding Labor Archive Institutions.

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Have a central group of very committed members. Due to the pandemic, it was challenging to meet as a Section. Efforts are being undertaken to reach out and improve activity within the group. Members who attended the Business Meeting were very interested in increasing engagement.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Listserv, social media.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

There is not a strong overlap with any other SAA sections, but there is potential for productive discussion with groups like Description Section, Electronic Records Section, etc.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

An umbrella of subject-specific archives or specialty archives.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

Yes. Labor archives are a very large, complicated area of archives that often require specialty knowledge and collaboration among labor archivists. Labor archive institutions are typically geographically disparate and it is difficult to stay in touch without a centralized effort by the LAS group. The increasing general public interest in labor and organizing efforts is also creating collection growth opportunities for archives and the LAS is needed as an ongoing source of guidance and support for new and veteran archivists as they begin (and continue) to work with labor organizers (as donors) and labor records.

## **QUESTIONS FOR COUNCIL**

N/A

## Latin American and Caribbean Cultural Heritage Archives Section

Council Liaison: Petrina Jackson / Tonia Sutherland

Report Submitted by: Christina Bleyer

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Christina Bleyer	8/15/2019	10/1/2021
Co-Chair	Camila Tessler	8/15/2020	9/1/2022
Steering Committee Member	Lizeth Ramirez	8/15/2020	9/1/2022
Steering Committee Member	Beatrice Skokan	8/15/2019	10/1/2021
Communications Liaison	Dylan Joy	8/15/2019	10/1/2021
Council Liaison	Petrina Jackson	8/18/2018	10/1/2021
Council Liaison	Tonia Sutherland	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** We continued the Desmantelando Fronteras/Breaking Down Borders webinar series, dedicated to promoting archival projects and initiatives from Latin America and the Caribbean, with two webinars in July 2021 and August 2021. This year's first webinar featured a presentation from Dr. Albert Palacios. Albert discussed his latest projects as digital scholarship coordinator at The Benson Latin American Collection at the University of Texas at Austin. The second webinar was a forum with Shaina Destime and Kenya Flash to discuss the unrecognized emotional labor of BIPOC in organizational approaches to DEI. We had approximately 20 participants at the first webinar and about 40 at the second. Both webinars are available on LACCHA's Facebook page at [Facebook.com/saalaccha](https://www.facebook.com/saalaccha).

**Ongoing:** The Desmantelando Fronteras/Breaking Down Borders webinar recordings will soon also be available through the University of Miami Libraries Scholarly Repository at [scholarship.miami.edu](https://scholarship.miami.edu). The Interim co-chair Christina Bleyer and Senior co-chair Camila Tessler will continue this series.

**New:** Christina and Camila plan to reinvigorate our blog, Memoria, as well as look into developing a podcast to highlight the work of archival practitioners working with Latin American, Caribbean, and Latinx collections.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

Our webinar series educates our membership on the importance of archives in Latin America and the Caribbean, as well as collections that document the Latinx experience in the United States. The discussions and conversations that come out of these meetings provide a platform for the sharing of diverse professional experiences and underscore the depth and breadth of collections that document the global Latinx diaspora.

### **Goal 2: Enhancing Professional Growth**

When developing content for the webinar series, we have sought out speakers who can impart technical as well as regional knowledge that our section members would find useful and interesting. This virtual programming has been especially fruitful during COVID-19 because it has broadened our audience. Our activities have allowed us to cross borders online and foster professional growth and interaction internationally.

### **Goal 3: Advancing the Field**

The webinar series and presentations during the Annual Section Meeting have allowed us to horizontally spread professional knowledge with our membership, and to partner and collaborate with colleagues throughout the U.S. and the Caribbean.

### **Goal 4: Meeting Members Needs**

We use social media to share relevant information about collections and developments in Latin American archival practice on our Facebook page to keep everyone updated and connected. The webinar series is our front-line connection to our Section membership as well as an educational opportunity for them.

## **ANNUAL MEETING**

**Number of Attendees:** 35

**Summary of Meeting Activities:** We partnered with the IAAS for the annual meeting. Petrina Jackson gave the update from council and then each section gave their updates and announcements. We had a recorded presentation from Dr. Pimphot Seelakate from Thailand and a discussion afterward.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Our members are very engaged though, I think COVID-19 has taken a toll on the willingness and capacity of the group to volunteer for positions, etc.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Zoom meetings are great for our section members. We usually communicate through an email list.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

We often work with the International Archival Affairs section and plan to continue this collaboration. I also see overlap in the scope for the Archives and Archivists of Color section and the Human Rights section.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

The overarching theme would be diversity.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

I look forward to continued collaborations across sections.

### **QUESTIONS FOR COUNCIL**

We do not have any questions at this time.

## Local Government Records Section

Council Liaison: Melissa Gonzales / Jasmine Jones

Report Submitted by: Amanda Fallis

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Amanda Fallis	8/1/2020	10/1/2021
Vice Chair / Chair-Elect	Andrea Gietzen	10/12/2020	8/15/2021
Steering Committee Member	Samuel Alexander	10/12/2020	9/1/2023
Steering Committee Member	Diana Banning	8/18/2018	10/1/2021
Steering Committee Member	Christina Bryant	8/18/2018	9/1/2022
Steering Committee Member	Bennett Chapman	10/12/2020	9/1/2023
Steering Committee Member	Margaret Crilly	8/18/2018	10/1/2021
Steering Committee Member	Jeanie Fisher	8/15/2019	9/1/2022
Steering Committee Member	Dennis Riley	10/12/2020	9/1/2023
Steering Committee Member	John Slate	10/12/2020	9/1/2023
Steering Committee Member	Phillip Smith	8/18/2018	10/1/2021
Council Liaison	Melissa Gonzales	8/18/2018	9/1/2021
Council Liaison	Jasmine Jones	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** COVID Budget Impact Survey; Annual Meeting program 2021, 7-1-2021: Joint meeting with Government Records Section. three speakers - Eric Chin, Katy Klettlinger on the Lyrasis Pandemic Survey, and Bryan Whitledge on archives operations during a pandemic.

**Ongoing:** Local Government Archives directory project: John Slate, coordinator.

**New:** -

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

Encouraging participation through listserv, elections, and meetings.

#### Goal 2: Enhancing Professional Growth

3 featured speakers at the 2021 annual meeting for educational programming; Providing a forum at the annual section meeting for discussion.

#### Goal 3: Advancing the Field

By being the country's only forum for local government archives and archivists, and promoting best practices among professionals and laymen.

#### **Goal 4: Meeting Members Needs**

By fostering creative solutions to problems and questions posed on the listserv; by providing quality educational programming during the annual meeting.

#### **ANNUAL MEETING**

**Number of Attendees:** 22

**Summary of Meeting Activities:** COVID Budget Impact Survey; Annual Meeting program 2021, 7-1-2021: Joint meeting with Government Records Section. three speakers - Eric Chin, Katy Klettlinger on the Lyrisis Pandemic Survey, and Bryan Whitedge on archives operations during a pandemic.

#### **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

traditionally low activity and low discussion noise, but one of the larger sections by membership (227 members).

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Discussion posts are the best method.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Government Records Section. We share information freely and every few years hold joint annual meetings.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

government-based

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

Local Government Records was buried in GRS for many years and sought its independence about 30 years ago. While it's a sleepy group, we feel we need a separate identity. If it does end up being re-merged with GRS, we respectfully ask for meeting time to be carved out for local govt archives issues.

#### **QUESTIONS FOR COUNCIL**

no questions at this time.

## Lone Arrangers Section

Council Liaison: Derek Mosley

Report Submitted by: Katrina O'Brien

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Katrina O'Brien	8/15/2020	8/15/2022
Vice Chair / Chair-Elect	Amy Moorman	8/18/2020	8/15/2021
Immediate Past Chair	Ruth Slagle	8/15/2020	9/1/2021
Steering Committee Member	Ingi House	8/15/2019	9/1/2021
Steering Committee Member	Rebecca Leung	8/15/2020	9/1/2022
Steering Committee Member	Ann Merryman	8/15/2019	9/1/2021
Steering Committee Member	Sauda Mitchell	8/15/2020	9/1/2022
Newsletter Editor	Ashley Levine	2/28/2018	9/1/2021
Web Liaison	Margaret Hewitt	8/15/2020	9/1/2022
Web Liaison	Pamela Nye	11/13/2018	9/1/2021
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** • Updated and passed by membership vote, LAS leadership roles including the creation of Newsletter Editor, Web Liaison, Events Coordinator and two Regional Representative Co-Leads, along with the Chair and Vice-Chair, all staggered two year elected terms

- Completed membership survey to determine the interest and needs of the LAS members, the LAS resources used by LAS members, and how to best develop these resources based in LAS needs and interests

**Ongoing:** • Updating the format and submission process for the newsletter, under the management of the Newsletter Editor

- Updating LAS microsite and SAA connect pages to fit interests of LAS members, under the management of the Web Liaison
- Revitalizing the Regional Representatives (RR) program to fit the present needs and interest of LAS members, under the management of the Regional Representative Co-Leads
- Implementing an events calendar of online and in-person events, including with RR program, under the management of the Events Coordinator

**New:** Yet to be determined

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

The updated LAS newsletter will better represent the ranges of archivists and archives in its membership, giving a space for professional to share their experience and insights with the

community. The LAS members survey was a first step in better understanding lone arranger archivists, their job attributes, and identifying trends within their professions.

### **Goal 2: Enhancing Professional Growth**

The revitalized Regional Representative program will be focused on bringing together and connecting archivist to local resources and professional groups. This is alongside utilizing LAS's new Events Coordinator to expand online workshop and networking events focused on professional growth.

### **Goal 3: Advancing the Field**

As a precursor to advancement, LAS produced a members survey to better understand the present field of Lone Arranger, who they are, their working demographics, scope of position. Coming out of that was the creating of events programming under the helm of the new Events Coordinator and the revitalization of the Regional Representative program under the helm of the new Regional Representatives Co-Leads. At the same time the Web Liaison plans to update the resources available on the LAS microsite and SAACConnect page offering resources for better job and career support based on the response from the LAS survey.

### **Goal 4: Meeting Members Needs**

The LAS 2020/2021 survey involved a series of themed question focused on members' interests and needs. The responses helped define the direction of LAS leadership and the resources it offers its members.

## **ANNUAL MEETING**

**Number of Attendees:** 63

**Summary of Meeting Activities:** Each member of the leadership did a brief overview of projects, including Election Updates & Survey Highlights - Katrina (Chair); Regional Representatives Program - Sauda (RR Lead); Events Organizing - Rebecca (Events Coordinator); Online Resources - Margaret (Web Liaison); and Newsletter Highlights – Katrina on behalf of Justin (Newsletter Editor). Section Liaison made announcements before an open Q&A with participating members. After, we had three breakout rooms, each led by a LAS leader, focused on the topic "Tip, Tricks and Hacks for the Lone Arranger on a Budget" where members could discuss related subjects as part of an open forum. The whole group came back together to share highlights from the breakout room before closing out the meeting.

**Link to Meeting Minutes:** Not minutes though a link to section meeting video included in SAACConnect page via listserv

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Good. The survey brought some great insights and engagement. As we strengthen events and regional rep program, we expect this to be stronger.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Listserv is the strongest for members engagement. As part of the section meeting, we provided a call to action to take part in LAS programming, including submitting to the newsletter, providing updated sample shares, taking part as a regional rep, and mem

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))  
Does your section share issues or scope overlap with other sections? If so, which sections?**

Not at this time though we have looked into coordinating future events with other sections

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

The LAS members cross over with institution type sections (ie. Business, religious, museum, university), demographics types (women, LGBTQ, BiPOC, SNAP, Native), and workflows (outreach, description, security), but in many ways acts as its own umbrella for a wide and varied community.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

See above answer.

**QUESTIONS FOR COUNCIL**

Not at this time

## Manuscript Repositories Section

Council Liaison: Derek T. Mosley (2020-2023)

Report Submitted by: Leslie Van Veen McRoberts

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Leslie Van Veen McRoberts	8/1/2020	8/15/2021
Vice Chair / Chair-Elect	Jennifer Motszko	8/15/2020	8/15/2021
Immediate Past Chair	Brenna Edwards	8/1/2020	9/1/2021
Steering Committee Member	Laura Bell	8/15/2019	9/1/2021
Steering Committee Member	Patrick Dollar	8/15/2019	9/1/2021
Steering Committee Member	Lori Myers-Steele	8/15/2019	9/1/2021
Steering Committee Member	Katie Nash	8/15/2020	9/1/2022
Steering Committee Member	Katie Rojas	8/15/2020	9/1/2022
Steering Committee Member	Eric Stoykovich	8/15/2020	9/1/2022
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** Membership survey, fall 2020 Hosted ad-hoc virtual gatherings to discuss “What I wish I knew before becoming an archivist...” Resume Review project fourth year, Spring 2021 SAA annual section meeting held July 2021, panelist and discussion on the Culture of Archives: representation and re-description

**Ongoing:** Rethinking newsletter to better connect with members and give them updates they care about, 2020-2021.

**New:** Hosted four different discussions around the archival profession and “What we wish we knew before becoming an archivist...” Topics were wide and varied to promote open conversations around remote work, self-care, moving into leadership roles, and taking on a new position during pandemic times.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

The Manuscript Repositories Section began the process of rethinking how we talk to other archivists and new professionals. During the first pandemic year, we reached out to our section membership via a membership survey to ensure their needs were being met. We used this year to determine what can work to keep archivists informed through the lens of a monthly discussion based on a topic or experience. We want to help further future, current, and late-career archivists, and perhaps this was not the best method, but the right method for very uncertain times.

## **Goal 2: Enhancing Professional Growth**

This year, the Manuscript Repositories Section successfully conducted their fourth year of the Resume Review Project. While we kept it to the section, we did discuss the possibility of expanding the service beyond our section in the future with the additional support from the Career Center. We had 21 people have their resume reviewed, and we also received valuable feedback on how to improve the project going forward. We look forward to continuing this project.

## **Goal 3: Advancing the Field**

This year's annual meeting discussed representation and redescription; so many repositories are faced with materials that are not properly contextualized or are accurate representations of the persons, and organizations documented in the repository in which they are housed. We discussed how to eliminate these barriers to representation, how representation and culture are defined, and discussed the positive steps two archives are taking to better define cultural representation.

## **Goal 4: Meeting Members Needs**

In fall of 2020, for the second year in a row, the Manuscript Repositories Section conducted a membership survey to gather more information about how the Section can help support our members better. The survey had 49 responses, which is a 8.17% response rate, based on member statistics (666 members) noted on SAA Connect platform. The survey allowed members of the Steering Committee to gain insight into who makes up our section, as well as what they were interested in the section talking about in the future. We look forward to conducting this survey in the fall of 2021 to determine the scope of need for the section.

## **ANNUAL MEETING**

**Number of Attendees:** 53

**Summary of Meeting Activities:** After a Council update from Derek Mosley, the Manuscript Repositories Section presented their year in review, along with election results and thanked departing section leaders. Katie Rojas then presented on how we represent collections through archival description and archival representation through community groups. She shared her recent past experience working at UTSA, which is a designated hispanic-serving institution. She also shared her personal experience about being an archivist of mixed-heritage culture, discussing how this affects the power of representation. Following Rojas' presentation, Angela Rodgers-Koukoui, from the University of Baltimore, discussed the lack of Black representation in archives, and how she started a community outreach program in Baltimore to not only document the community, but for other people of color to see themselves as a part of this conversation

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

While we have over 650 members based on SAA Connect, as mentioned above, only 8% of members responded to our survey this past fall. Our listserv has also drifted more towards announcements, rather than discussion and sharing knowledge. Based on this information, I would say we're healthy in terms of numbers, and low on interaction. The people who did respond to the survey seemed very enthusiastic and engaged and provided great suggestions on things we could tackle as a section in the future. Similar to folks who joined for our "What I wish..." conversations. After more than a year and a half into a pandemic, we are all worn and bandwidth is limited.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

For announcements, the listserv works well. For discussion, I think the annual section meeting works either virtually, or in person - we did not reach our mass population this year for the annual section meeting. Past in-person section meetings have seen upwards of more than 200 attendees, this year, due to timing, we think less of the membership was able to attend.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))  
Does your section share issues or scope overlap with other sections? If so, which sections?**

Our section encompasses much of the actual practice of traditional archive work, and is often defined as "general." We do overlap with many of the subject specific or topical sections. Since we are one of the more general sections, I think this is why we are struggling to connect with our membership.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Manuscript Repositories is already broad, our current name encompasses so much of the practice and profession. If Manuscripts was to become said umbrella, it would be useful to have a liaison within the section for folks who are interested in topics such as "Privacy and Confidentiality" or "University Archives."

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

Finding a balance between sections is important, folks are overwhelmed and overextended. While I do not believe we should merge, we need to do a better job of providing an opportunity for discussion about the differing topics that affect all of us. I do not believe Manuscripts should be merged with other sections; however, I do believe that we should provide more meaningful opportunities for people to have a voice within the section, such as hosting a town hall during the year. We need to find a balance to mitigate the needs of the membership while not overwhelming folks or covering too broad of a base.

**QUESTIONS FOR COUNCIL**

n/a.

## Metadata and Digital Object Section

Council Liaison: Meg Tuomala

Report Submitted by: Elizabeth Wilkinson

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Michael Shallcross	8/14/2020	9/1/2022
Co-Chair	Elizabeth Wilkinson	10/1/2019	9/1/2021
Steering Committee Member	Randi Johnson	8/14/2020	9/1/2023
Steering Committee Member	Clayton Ruminski	8/14/2020	9/1/2023
Steering Committee Member	Rachel Searcy	10/1/2019	9/1/2022
Steering Committee Member	Angela White	8/18/2018	9/1/2021
Education Coordinator	Natalia Gutierrez-Jones	10/1/2019	9/1/2022
Social Media Coordinator	Christy Bailey-Tomecek	8/14/2020	9/1/2023
Web Liaison	Jessica Serrao	10/1/2019	9/1/2022
Council Liaison	Meg Tuomala	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** • Revision of the MDOS by-laws that were passed during the 2021 election. • Survey of the section membership in the fall of 2020. Some results included: \* Interest in skill sharing webinars, topical discussions, and a news round up. \* Desire to engage in a joint section meeting • Organized a joint section meeting with the Visual Materials section.

**Ongoing:** • Re-launch of the section newsletter. Guidelines to ensure consistency and timelines will need to be created. • Soliciting suggestions from members for programming and education needs. • Continued updating and addition to our Educational Resources page.

**New:** • In May 2021, the Steering Committee decided to participate in SAA's Early-Career Member initiative by hosting an early-career archivist/student seeking mentorship in professional service. MDOS will welcome Bailey Adolph to the Steering Committee in September. In order to advance this effort, the committee will need to offer a carefully scoped project which is supervised by an experienced member of the group. • We will be working to determine how we can best advocate for archives and archivists.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

We will be working to determine how we can best advocate for archives and archivists in the coming year.

### **Goal 2: Enhancing Professional Growth**

- The MDOS Steering Committee delivered information and education via the joint annual section meeting with the Visual Materials Section. The joint annual meeting featured robust break-out room discussion with both sets of section members on such topics as challenges of remote visual metadata work during a pandemic, metadata creation collaboration with colleagues in adjacent fields, and equitable and inclusive metadata description.
- Placing a call and selecting an early career/student member to join the Steering Committee in the fall of 2021.

### **Goal 3: Advancing the Field**

- Relaunching the section newsletter in order to further engage with the membership by encouraging sharing of new initiatives and resources.

### **Goal 4: Meeting Members Needs**

The MDOS section solicited member suggestions for programming/issues to address in our fall 2020. We continue to facilitate communication via our e-list, e-newsletter, microsite, and Twitter account. The Steering Committee ensures that leaders are accessible and that their work is transparent by creating timely web content, including steering committee meeting minutes, announcements, and annual meeting details. The MDOS steering committee also created opportunities for members to participate fully in the association by offering an Early-Career Member the opportunity to volunteer to serve as a member of the Steering Committee for one year without seeking election, thereby lowering the barrier to participation in the Association.

## **ANNUAL MEETING**

**Number of Attendees:** 78

**Summary of Meeting Activities:** MDOS and VMS each held a brief business meeting, followed by Council updates, and then held a moderated discussion of five topics, with the use of Jamboards, rotating break rooms every ten minutes, and then wrapped up the event.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

The pandemic seems to have decreased the capacity of the section at large and, occasionally, with the steering committee. We have been trying to come up with new ways to engage members, but it is sometimes hard to get responses from the section membership (even via simple surveys). We had decent attendance for the section meeting, but it was a joint meeting. In our call for presentation for the joint meeting we received zero responses which is why we went with the moderated discussion format. It may be that the pandemic has caused Zoom fatigue—effecting how much people are willing to participate remotely. We have struggled the

past few years with soliciting nominees for our elected positions. However, for the first time we did receive multiple applications for our early career/student position.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

The email listserv and in-person meetings have been very effective in the past. I wonder how robust in-person meeting attendance will be in the future now that virtual synchronous broadcasts will be a more frequent option. We hope to engage in remote learning in the next year.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

MDOS most closely aligns with the Description section. However, metadata creation/topics closely relate as well to the following sections: Collection Management Section, Visual Materials Section, Oral History Section, Manuscript Section, Audio and Moving Image Section, Electronic Records section, Encoded Archival Standards section, Web Archiving section, and the Reference, Access, & Outreach section.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

At the core of MDOS is metadata creation that enables access, management, and preservation of digital objects. If MDOS were part of an umbrella affiliation the overarching theme would need to be description.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

We would be open to an affiliation as long as the mission of the section was not diluted.

**QUESTIONS FOR COUNCIL**

Not at this time.

## Military Archives Section

Council Liaison: Rachel E. Winston

Report Submitted by: Eliot Wilczek

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Eliot Wilczek	8/15/2020	9/1/2021
Vice Chair / Chair-Elect	Andrew Hinton	8/15/2020	8/15/2021
Secretary	Amy Mondt	8/18/2018	9/1/2022
Communications Liaison	Chris McDougal	8/15/2019	9/1/2021
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:**

- Organized a program of section coffee chat meetings throughout the 2020-2021 year. The section held 8 coffee chats. This included 3 joint meetings with other sections (twice with the College & University Section and once with the Lone Arrangers Section). Average attendance at these meetings was 10 to 15 people per meeting. The section chair and vice-chair gave a presentation about the coffee chats at the July 2021 SAA Leadership Orientation. The coffee chats were:
  - o October 28, 2020. Discussion about the military archives directory and the section membership survey.
  - o November 17, 2020. Discussion about conference proposals.
  - o December 15, 2020. Discussion about conference proposals.
  - o January 27, 2021. Dr. Kelly Crager gave a presentation on conducting oral histories remotely. This was a joint meeting with the College & University Section
  - o March 2, 2021. Susan Pyzynski gave a presentation on Social Networks and Archival Context (SNAC).
  - o April 21, 2021. Discussion about the annual section meeting and upcoming coffee chats, section elections, the military archives directory, and experiences with re-opening archives.
  - o June 16, 2021. April Anderson-Zorn and Molly Bompane gave presentations about preserving and using military artifacts in outreach initiatives. This was a joint meeting with the College & University Section.
  - o June 30, 2021. Laura Jowdy and Peter Blasevick gave presentations about donor relations. This was a joint meeting with the Lone Arrangers Section.
- The two coffee chat discussions about conference proposals provided the space to create the proposal for the Outreach and Fundraising in the Time of COVID: How to Engage Your Donors and Keep Events Going When You Can't Meet in Person (S12) session at the SAA 2021 annual meeting.
- Conducted a section membership survey in September 2020. The survey helped give the Steering Committee a better sense of its membership (more members worked at colleges and universities than we had thought), members' priorities, and which members were potentially interesting in serving on the steering committee.
- Revamped the online directory of military archives, converting it from a Word document to an Excel spreadsheet. This work included adding fields and structuring the data to make the directory more usable as well implemented a

process for people to add or edit entries. We added six entries this year, raising the number of repositories in the directory to 48.

**Ongoing:** • Updated various parts of the section microsite.

**New:** • Have approximately 8-10 coffee chats with at least 4 joint chats with other sections during the 2021-2022 year. • Continue to grow the directory of military archives. • Finish cleaning up the section microsite. • After two consecutive years of online meetings, the section is looking forward to being able to meet in person at next year's annual meeting. (We sincerely hope.) In addition to the annual section meeting, we aim to have a social gathering and a staff ride—as we have had in years past—during the Boston 2022 meeting. We recognize that next year's meeting will likely have a substantially new structure, even if it is fully in-person. So we are taking a flexible approach to this and wait to hear what will be the format of the SAA annual meeting.

## **STRATEGIC PLAN**

### **Goal 1: Advocating for Archives and Archivists**

- The section held coffee chat meetings and organized an annual meeting session that gave archivists an opportunity to discuss and learn from each other about outreach and working with donors, particularly during COVID.

### **Goal 2: Enhancing Professional Growth**

- The section established coffee chat series that gave more opportunities for members to meet and learn from each other about a range of topics including outreach, donor relations, oral history, and SNAC. The annual meeting provided members with opportunities to learn about crowdsourcing and the Digital Footlocker Project. • Updating the directory of military archives allowed members to have a more accurate understanding of peer institutions with similar collections. The directory is a useful tool for helping archivists direct researchers and potential collection donors to the archives that can best address their needs.

### **Goal 3: Advancing the Field**

- As noted in Goal 2, the section's coffee chats and annual meeting provided presentations on current research and leading practices in the field including the Digital Footlocker Project and SNAC. • The section survey identified new members who had an interest in serving on the section steering committee.

### **Goal 4: Meeting Members Needs**

- As noted in Goal 2, updating the directory improved members' awareness of their peers' holdings. • The coffee chats gave members additional opportunities to present on their projects and experiences.

## **ANNUAL MEETING**

**Number of Attendees: 20**

**Summary of Meeting Activities:** Section Business Eliot Wilczek, The MITRE Corporation Andrew Hinton, Texas Tech University • Coffee chat meetings next year • Election results • SAA session (S12) Outreach & Fundraising in the Time of COVID • Directory of military archives • Annual section meeting in Boston 2022 Virtual Footlocker Project Edward Benoit, Louisiana State University Allan Martell, Louisiana State University Connecting with a Collection: Privacy First Class Max Levy's Purple Heart Sylvia Hernandez, Baylor University • Based on an article about researching Max Levy's Purple Heart in the January/February 2021 issue of Archival Outlook Digitization & Crowdsourcing Panel Matthew Peek, State Archives of North Carolina Amy Mondt, Texas Tech University Andrew Hinton, Texas Tech University (Panel Chair)

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

The section had a very active year in 2020-2021. Its establishment of the coffee chat has changed the section from primarily having a singular spike of activity around the annual meeting to now being persistently active throughout the year. Andrew Hinton and Amy Mondt were instrumental in standing up and sustaining the coffee chat meetings and they are continuing on as section Chair and Secretary, respectively, in 2021-2022. With them and the addition of the Vice-Chair and a new Communications Liaison, the Military Archives section has a strong steering committee. The section has active core of members. The section does have room to grow its membership and foster more active participation from a wider range of its members. The coffee chats should also give the Military Archives section more opportunities to establish partnerships with other sections this coming year.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Section email listserv for announcements. Institutional or SAA Zoom meetings for the coffee chats.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

The core logic of Military Archives section is based on the domain of its collecting area, making it the most similar to other sections that are based on the domain of its collecting area or parent institution, such College & University Archives, Business Archives, Congressional Papers, and Government Records. Our section has the closest ties with the College and University section, since many veterans' collections are held at universities and many of our members work at academic institutions. We also have a natural affinity with the Government Records section as many of our section members work for one of the armed services and we deal with many issues

of common interest, such as declassification. We also have an affinity with the Lone Arrangers section, as many of our members run one-person archives operations.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

An umbrella affiliation that would make the most sense for the Military Archives section would have a theme of government records broadly understood. This umbrella could affiliate the Congressional Papers, Government Records, Local Government Records, and Military Archives sections.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

We look forward to hearing additional details when they become available about what mergers or affiliations would look like and what would be that timetable for changes.

**QUESTIONS FOR COUNCIL**

Not at the moment.

## Museum Archives Section

Council Liaison: Melissa Gonzales / Dominique Luster

Report Submitted by: Sharad J. Shah

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Sharad Shah	8/1/2020	9/1/2021
Vice Chair / Chair-Elect	Katrina O'Brien	8/15/2020	8/15/2021
Secretary	Tara Laver	7/29/2017	9/1/2022
Newsletter Editor	Catherine Peebles	8/18/2018	9/1/2021
Web Liaison	Shannon Morelli	8/18/2018	9/1/2022
Ex Officio	Emily Toder	9/15/2020	9/1/2021
Council Liaison	Melissa Gonzales	8/18/2018	9/1/2021
Council Liaison	Dominique Luster	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** -Two installments of the newsletter -Zoom presentation by Smithsonian's Greg Adams on managing on-site collections projects/renovations during COVID -Updates to website -Revisions MAS Standards and Best Practices

**Ongoing:** -Revisions to Guidelines and Resource Guide.

**New:** The MAS Working Group will be working on the next round of updates to the Standards & Best Practices Resource Guide. Additionally, members of the MAS steering committee will be publishing a book later this year.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

The Standards and Best Practices Working Group updated the content of the Standards and Best Practices Resource Guide, an online tool first established in 2011 to aid resource sharing across institutions within the museum archives community. Working Group members gathered updated examples of forms, policies, procedures, and project documentation, and issued a special call for resources related to diversity, equity, inclusion, and accessibility in museum archives.

#### Goal 2: Enhancing Professional Growth

The MAS newsletter serves as a means of communicating and promoting professional news, updates, and accomplishments. Additionally, the MAS section meeting had guest presenters speaking about "Silver Linings": the challenges they faced working through the Pandemic and how they and their colleagues worked to adapt and develop new workflows--thus developing new skills in addition to problem-solving.

### **Goal 3: Advancing the Field**

Updating the guidelines and resource guide provides a chance to examine and address how we are responding to the shifting needs and priorities of the field.

### **Goal 4: Meeting Members Needs**

Shifting to Zoom committee meetings and section meetings over the past two years, MAS (along with SAA as a whole) have worked to boost accessibility and availability during the pandemic and trying helpful presentations to bolster awareness of alternate methods for handling professional challenges. Additionally, updates to the MAS Resource Guide are intended to address current and future professional needs of our members.

## **ANNUAL MEETING**

**Number of Attendees:** 80+

**Summary of Meeting Activities:** -Introduction by outgoing Chair (Sharad Shah) and Chair for 2021-22 (Katrina O'Brien) -Review/vote of minutes -Discussion of MAS Standards and Best Practices Working Group updates—Guidelines, Resource Guide -Speech by SAA Council Liaison (Melissa Gonzales) "Silver Linings" Presentations: SPEAKERS Title: Enhancing our Digital Collections Presenter: Nicole Davis, Supervisory Archivist, The Museum of Flight Title: Transformative Times: Steps to Reckoning with Institutional History Presenter: Sana Masood, Archivist & Photo Collection Manager, Wildlife Conservation Society Title: From Pandemic Pastime to Pivotal Program: Archival Authorities at The Corning Museum of Glass Presenters: Colleen McFarland Rademaker, Manager, Archives and Special Collections, The Corning Museum of Glass; Joe Schill, Archivist, The Corning Museum of Glass

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Like the profession as a whole, I think the Museum Archives Section has taken a bit of a beating due to COVID. Museums have closed. Museums have faced cutbacks. People have been asked to work remotely for long durations. The ability to work as an archivist in a museum has experienced setbacks and changes. At the same time, I am sure the field (and section) will rebound and recover. I think of this as a nadir on many levels for the profession, where there will be adjustments, healing, and again, a rebound. As for members, they are engaged, but I think they will regain a sense of enthusiasm when the ability to be active and involved and participate on-site and in-person returns.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

1) e-mail (different time zones) 2) virtual meetings (Zoom)

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))  
Does your section share issues or scope overlap with other sections? If so, which sections?**

MAS does not share a strong overlap with other groups. Efforts to merge could be problematic.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Not sure. Museum archival repositories are their own beast. Part of a museum, it's a hybrid situation, and I think any effort to merge it with other sections may dilute the purpose/functionality of the group.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

How would existing leadership of sections be merged/integrated?

## **QUESTIONS FOR COUNCIL**

n/a

## Native American Archives Section

Council Liaison: Ricardo Punzalan / Dominique Luster

Report Submitted by: Rose Buchanan

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Rose Buchanan	8/1/2020	8/15/2021
Vice Chair / Chair-Elect	Diana Marsh	8/15/2020	8/15/2021
Immediate Past Chair	Caitlin Haynes	8/15/2020	9/1/2021
Steering Committee Member	Jackie Beckey	9/20/2020	9/1/2021
Steering Committee Member	Julia Hause	8/15/2019	9/1/2021
Steering Committee Member	Rachel Menyuk	8/18/2020	9/1/2022
Steering Committee Member	Selena Ortega-Chiolero	9/20/2020	9/1/2021
Steering Committee Member	Nathan Sowry	8/18/2020	9/1/2022
Steering Committee Member	Nicole Topich	7/29/2017	9/1/2021
Council Liaison	Dominique Luster	7/1/2021	9/1/2024
Council Liaison	Ricardo Punzalan	8/18/2018	9/1/2021

### ACTIVITIES

**Completed:** Over the past year, NAAS published two new articles in our ongoing case studies series, [Access Policies for Native American Archival Materials](#), in partnership with SAA Publications:

1. [Access Policies for Native American Archival Materials in the National Anthropological Archives, Smithsonian Institution](#), by Diana E. Marsh, Robert Leopold, Katherine Crowe, and Katherine S. Madison
2. [Our Sustained Commitment to Native Communities: Adoption of the Protocols as Ongoing Collection Management Process](#), by Brave Heart Sanchez, Elizabeth Dunham, Renee D. James, Joyce Martin, Lorrie McAllister, Allinston Saulsberry, Alexander Soto, and Alana Varner

Our case studies series explores how archival repositories have implemented the [Protocols for Native American Archival Materials](#), an SAA-endorsed external standard that promotes the culturally responsive care and use of Native and Indigenous collections. All articles are published on SAA's website and are free to access. Publishing case studies involves answering questions from multiple authors, establishing flexible deadlines that work for authors' schedules, coordinating peer reviews from among NAAS's network of volunteers, and referring articles to SAA Publications for copyediting and publication. To date, NAAS has published four full-length articles highlighting a diverse range of archival repositories (public and private, academic and government, etc.).

NAAS also continued with our [Protocols implementation webinar series](#), an SAA Foundation–funded grant project featuring conversations between project manager Dr. Jennifer R. O’Neal and guest speakers who have implemented various sections of the Protocols. Working with the Sustainable Heritage Network (SHN), NAAS completed and published the final two webinars in the five-part series this year:

- [Native American Intellectual Property Rights](#), feat. Passamaquoddy Peoples Project collaborators (published in November 2020)
- [Native American Research Protocols](#), feat. Stewart Koyiyumptewa of the Hopi Cultural Preservation Office (July 2021)

All webinars are freely accessible via NAAS’s [SHN community page](#). As of December 2020 (the most recent date for which we have statistics), the first four webinars in the series had been watched by more than 300 unique viewers. NAAS is also finalizing a toolkit of resources related to the five webinars, which we will publish on our microsite.

In advance of the release of the toolkit, NAAS also updated our [Protocols information and resources page](#) on our microsite. We added links to new resources (articles, videos, etc.) and reorganized the information on the page to more closely align with different Protocols sections.

Additionally this year, NAAS initiated an ongoing outreach effort to archival educators to provide them with NAAS resources that can be used in the classroom. At the start of the Fall 2020 and Spring 2021 semesters, NAAS emailed a “press release” to over 20 MLS/MILS programs and relevant listservs around the country with links to our case studies and webinar series, Protocols information and resources page, and other resources about ethically caring for Native and Indigenous collections. As part of this effort, NAAS developed a communication template and a list of contacts that can be updated and used in future outreach.

NAAS also collaborated with other SAA sections and organizations on projects this year:

- In Fall 2020, NAAS collaborated with the Human Rights Archives (HRA) section to draft an article about decolonizing practices for archival reading rooms. The article, “Toward Inclusive Reading Rooms: Recommendations for Decolonizing Practices and Welcoming Indigenous Researchers,” was published in the [January/February 2021 issue](#) of *Archival Outlook*.
- In Fall 2020, NAAS Steering Committee members joined the Association of Tribal Archives, Libraries, and Museums’ (ATALM) National Planning Council and helped prepare for the organization’s [Tribal Archives Summit](#) in March 2021. Several members acted as leaders and notetakers in discussion breakout rooms for the actual event. A report on the outcomes of the summit is scheduled to be released in December 2021.
- In April 2021, NAAS collaborated with the Description Section to publish a blog post about reparative description for Indigenous collections in [Descriptive Notes](#).

- In May 2021, NAAS collaborated with the Privacy and Confidentiality Section to host a two-part workshop and panel event about Mukurtu, a popular content management system for stewarding Native and Indigenous collections. Over 100 attendees participated in the two live events, and recordings are freely available via our [microsite](#).
- Also in May 2021, NAAS hosted a webinar on reparative description for Indigenous collections. The event was the second in the SAA Identity Series, a collaboration with the Archivists and Archives of Color Section, the Accessibility and Disability Section, and other SAA sections. Over 270 people attended the live webinar, and the recording is freely available via our [microsite](#).
- Throughout the year, NAAS attended Diversity Committee meetings as an ex officio member. We assisted with the preparation of the [Black Lives and Archives report](#) and with the Diversity Forum at the 2021 Annual Meeting. The forum focused on contingent labor in archives.

**Ongoing:** NAAS will continue to seek additions to our case studies series, [Access Policies for Native American Archival Materials](#), in the upcoming year. We hope to be able to publish one or more submissions from Tribal archives, libraries, and/or museums. NAAS will also continue to expand our pool of volunteer peer reviewers.

Additionally, NAAS is exploring ways to expand the Protocols toolkit that was developed as part of the SAA Foundation grant.

NAAS will continue to send “press releases” to archival educators at the start of each semester (Fall 2021 and Spring 2022) to update them on NAAS resources that can be used in the classroom. We will also continue to expand our list of program contacts for this outreach.

NAAS will continue to serve as an ex officio member of the Diversity Committee and seek out collaborations with other SAA sections about topics of mutual interest.

**New:** NAAS is scheduled to present a workshop on implementing the Protocols at the Association of Tribal Archives, Libraries, and Museums (ATALM) conference in December 2021. This workshop was rescheduled after the 2020 ATALM conference was cancelled due to the COVID-19 pandemic.

NAAS also eagerly awaits the results of ATALM’s Tribal Archives Summit, which will include recommendations and areas of need for the community-based archival field. We hope to continue to collaborate with ATALM to implement recommendations.

## **STRATEGIC PLAN**

### **Goal 1: Advocating for Archives and Archivists**

NAAS’s mission is to educate archivists about the complexities and beauty of Native American and Indigenous archival materials and support those who work with them. As such, advocating for repositories to ethically steward their collections, decolonize archival practices, and hire and adequately compensate a more diverse workforce is a large part of what we do. The case studies,

webinars, workshops, articles, and blog posts that we have produced this year directly support this work and thus strategic objective 1.3 (“Provide leadership in ensuring the completeness, diversity, and accessibility of the historical record”).

In all of our educational offerings, we aim to provide practical guidelines and advice that archivists can use in their day-to-day work, whether they are making the case to their administrators for adopting ethical stewardship practices or already at an implementation stage. This supports strategic objective 1.4 (“ Strengthen the ability of those who manage and use archival materials to articulate the value of archives”).

### **Goal 2: Enhancing Professional Growth**

This year, through our Archival Outlook article and our blog post and webinar about reparative description for Indigenous collections, NAAS has contributed significantly to ongoing professional conversations about inclusive reading rooms and reparative description. By updating our Protocols information and resources web page with new articles and links, we demonstrate our commitment to providing NAAS members and non-members with the latest resources about ethical stewardship for Indigenous collections. These activities support strategic objective 2.2. (“Provide content, via education and publications, that reflects the latest thinking and best practices in the field”).

NAAS also strives to make our educational offerings (including case studies, webinars, and virtual workshops) freely available online to improve accessibility. This supports strategic objective 2.3 (“Deliver information and education via methods that are accessible, affordable, and keep pace with technological change”).

### **Goal 3: Advancing the Field**

Through case studies, webinars, workshops, and outreach efforts, NAAS actively promotes education about and implementation of the Protocols for Native American Archival Materials, an SAA-endorsed external standard offering best practices for stewarding Native and Indigenous archival materials. This supports strategic objectives 3.1 (“Identify the need for new standards, guidelines, and best practices and lead or participate in their development”) and 3.2 (“Foster and disseminate research in and about the field”).

NAAS’s collaborations with other SAA sections—including the Human Rights Archives Section, Description Section, Privacy and Confidentiality Section, Archivists and Archives of Color Section, and Accessibility and Disability Section—have also produced articles, blog posts, online workshops, and webinars that offer an intersectional approach to stewarding collections related to BIPOC communities. Our collaborations with external organizations such as ATALM have led to additional opportunities to develop relationships with colleagues across the field and in adjacent fields. These activities support strategic objective 3.3 (“Participate actively in relevant partnerships and collaborations to enhance professional knowledge”).

### **Goal 4: Meeting Members Needs**

In addition to our community listserv on SAA Connect, NAAS maintains Twitter and Facebook pages and a dedicated section email address. These outlets offer multiple ways for NAAS members to contact and engage with the Steering Committee. Many Steering Committee

members also make their individual email addresses available to NAAS members and program participants who may have questions or are seeking advice on a professional topic. This supports strategic objective 4.1. (“1. Facilitate effective communication with and among members”).

The Steering Committee posts monthly meeting minutes, as well as recordings of webinars and annual meetings, on our microsite and shares these links via our communication outlets. This supports strategic objective 4.4 (“Ensure that leaders are accessible and that their work is transparent”).

## **ANNUAL MEETING**

**Number of Attendees:** 30–35 live attendees. The meeting was recorded and distributed via the NAAS’s listserv, which reaches over 290 subscribers.

**Summary of Meeting Activities:** We devoted the first half of our meeting to section business. We introduced our newly elected Steering Committee members, thanked our outgoing members, heard updates from our Council liaison, and provided project updates.

The second half of the meeting was devoted to guest speakers: Lotus Norton-Wisla provided an update on the next versions of Mukurtu, a popular content management system for stewarding Native and Indigenous collections. Stephen Curley and Samantha Aamot discussed their work with the National Native American Boarding School Healing Coalition. We had a Q&A with the speakers at the end.

**Link to Meeting Minutes:** <https://www2.archivists.org/groups/native-american-archives-section/naas-annual-meetings> (includes links to section meetings and monthly meetings)

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

NAAS members are very engaged, as demonstrated by their frequent postings to our listserv, active participation in section-sponsored events, and willingness to volunteer for specific projects and initiatives. The Steering Committee is also active and engaged, meeting monthly to discuss section business and coordinate section projects and activities.

NAAS did have some trouble in persuading members to run for Steering Committee positions this year. The most common reason members gave for being hesitant to run was that they felt they were not qualified to be in a NAAS leadership role (as determined by their job title, years in the field, lack of experience with Indigenous collections, non-Native identity, or another reason). Moving forward, the Steering Committee will need to consider how we can better reassure interested but hesitant candidates that they are welcome on the committee and how we can improve mentorship and support for new leaders. The COVID-19 pandemic also put some members in precarious job positions or created job uncertainty, which made it difficult for them to commit to this service role.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

NAAS members frequently share job postings, calls for submissions, project updates, and other announcements via our community listserv on SAA Connect. We also have a strong following on our Twitter and Facebook pages, where we post similar information.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))  
Does your section share issues or scope overlap with other sections? If so, which sections?**

We collaborated this year with the Description Section, Privacy and Confidentiality Section, and Archivists and Archives of Color Section, in addition to co-hosting our 2020 meeting with the Human Rights Archives Section. We see overlaps with many of these sections, especially topical interests in reparative description, social justice, ethical archival policies and practices, and support for community-based archivists and archives.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

NAAS members are currently unsure of an overarching umbrella theme that we would be comfortable merging or affiliating with. We have outlined our concerns in our response to the next question.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

NAAS is very supportive of pan-organizational collaborations and partnerships and remains committed to ongoing projects with fellow SAA sections. We strongly believe that more knowledge is shared through collaborative projects and that further partnerships within SAA could continue to facilitate NAAS communications and initiatives.

That said, NAAS leadership is very hesitant about merging or officially affiliating with other sections. Our unique mission to serve Native American and Indigenous communities remains important and distinct from other sections. We are concerned that the specific interests of Native American archivists and archival collections may be overlooked or subsumed within any larger body that we might become a part of. NAAS members have worked over the last decade to ensure that the needs of Tribal archivists and materials are appropriately heard and met and to create a more welcoming, inclusive environment within SAA for Native people. Part of this work includes the relationship building we have done with outside organizations like ATALM, and we fear these relationships may be damaged if our section is merged with others and is thus unable to focus NAAS activities and priorities on Native American archival needs as closely as we have in the past.

Furthermore, while “umbrella” groups may be useful in organizing section priorities and activities, depending on what implementation looks like, NAAS worries that affiliation with a larger umbrella group may decenter NAAS projects and goals. This is not to say that NAAS does not support a revision or reorganization of SAA sections. We simply want to express our

concerns and note the need for SAA's careful consideration of its history with Native and Indigenous archivists before implementing any new affiliations or umbrella groups.

### **QUESTIONS FOR COUNCIL**

In 2020, SAA Council provided funding to support one-year memberships to SAA for five Tribal archivists and free registration for the virtual Annual Meeting for an additional seven Tribal archivists. These scholarships were extremely well received, as the high costs of membership and Annual Meeting registration remain a large barrier to Tribal archivists' participation in SAA.

NAAS leadership is aware of the financial challenges that SAA faces due to the COVID-19 pandemic. However, we ask that Council continue funding scholarships for Tribal archivists in the upcoming year. This would directly support SAA's goal of fostering a more diverse and inclusive membership.

## Oral History Section

Council Liaison: Stephen Curley

Report Submitted by: Lindsay Hiltunen

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Lindsay Hiltunen	8/15/2020	8/15/2022
Vice Chair / Chair-Elect	Katie Nash	8/15/2020	8/15/2021
Immediate Past Chair	Adrienne Cain	8/15/2020	9/1/2021
Steering Committee Member	Christina Boyles	8/18/2020	9/1/2022
Steering Committee Member	Terri Jordan	8/18/2019	9/1/2021
Steering Committee Member	Nicholas Pavlik	8/18/2020	9/1/2022
Steering Committee Member	Kelly Revak	8/18/2019	9/1/2021
Council Liaison	Stephen Curley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** Overview of legacy documentation, finding stray documents from past members emails. We did an investigation into siloed section documentation and this review was completed this year. We did this in preparation for a new OHS Google Drive and Gmail account.

**Ongoing:** Cleaning up the section website. Populating content on the site and encouraging members to share content to post. Review the needs of the legacy oral history project that took place around the 75th anniversary of SAA. It seems there are 4 interviews that have not been transcribed so we did some investigation of grants to pay a student at UW-Milwaukee's Archives (where the collection is stored.) We are making a decision in the 2021-2022 cycle if we wish to pursue a grant or if we will let the oral histories be transcribed by some other means (volunteers from within the section.)

**New:** Develop an OHS Twitter Account (to be deployed in fall 2021), develop an OHS Gmail and Google Drive account for section business documentation to be stored.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

Through direct engagement with members (through our annual section meeting) and formal/informal connections with oral history practitioners, we have championed the efforts of archivists to be involved in all aspects of oral history work, from inception of a project, to execution and interviewing, to critical methodology review, preservation, access, and assessment. Our chair participated in the Oral History Summer Institute at UC-Berkeley in 2020 and has also spoken at a few regional and national conferences about the important role archivists play in oral history projects.

### **Goal 2: Enhancing Professional Growth**

We post advertisements for training opportunities, workshops, and hands-on practice with oral history for our membership and our colleagues. We actively participate in leading trainings and participating in them to share and enhance our skills. Our now past chair is currently working as the conference chair for the Michigan Oral History Conference. Our other past chair presented workshops on remote oral history.

### **Goal 3: Advancing the Field**

We have fostered informal relationships with local, state, regional, and national oral history organizations and scholars in an effort to build our network and make sure folks know the role our section plays in the broader field.

### **Goal 4: Meeting Members Needs**

We have provided opportunities for our members to create content for the microsite on the SAA website and we have also encouraged our members to participate in the annual section meeting. With the launch of our new Twitter account in fall 2021 we should be able to have more direct impact with our members to learn their needs and also to more effectively communicate with folks in other sections and other organizations as well. It is our goal in 2022 to post more content on our microsite and really keep an eye out for opportunities to engage with our members.

## **ANNUAL MEETING**

**Number of Attendees:** 76

**Summary of Meeting Activities:** Our 2020 chair Lindsay Hiltunen and vice chair Katie Nash welcomed everyone and introduced the steering section. After we thanked the outgoing steering committee members, Lindsay shared the election results. Stephen Curley provided the Council report. The meeting hosted two presentations: by Kacie Lucchini Butcher, Director of Public History Project, University of Wisconsin-Madison (Title: Reckoning with the Past: The Impact of Oral Histories) and Mary Marshall Clark, Director of the Columbia Center for Oral History Research, co-investigator of the Obama Presidency Oral History project (Title: Zooming into New Possibilities for Oral History: The Barack Obama Presidency Oral History Project) The meeting closed with some thoughts on future business (Legacy project, continued improvements to the microsite, Google Drive, and Twitter, and also ways to improve communication with members.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

I would describe the health of our organization as fair to good. Our membership is not as big as some of the other sections, but we are an active group. The steering committee is very communicative with each other in the past few years and it improves with each new iteration. Now that we are in a strong place from the leadership side we can take on a more active role in engaging our members and getting them to engage and collaborate with one another. We are positive our forthcoming Twitter account and more active use of the microsite and the email digest will do wonders for keeping members informed and fostering communication.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Email, zoom, and in-person meetings all have value for our section. We would like to see a return to in-person for the annual meeting when it is safe to do so. We will continue to engage through zoom, the microsite, social media, and email to keep conversations going when in-person is not possible. We also hope to institute coffee chats similar to other sections in the near future (if there is membership interest.)

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

We have been asked this question in the past and see ourselves as a standalone section. There may be some elements of tertiary connection between some of the other sections, but the overall scope of oral history is a unique entity with very unique practices and methodology.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

If our section were to be under an umbrella theme with another section it perhaps would relate to language, oral traditions, the spoken word and technology, or something along those lines. That is actually a really hard question and I would care to reflect on that some more too.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

A full on merge with another section offers concern for our entire steering committee. This question has been asked of us in the past and we do not know of another section that it makes administrative, topical, or methodological sense for us to merge with. We would want to be involved in any discussions pertaining to a possible merge so we can make sure it is a meaningful undertaking for all sections involved.

**QUESTIONS FOR COUNCIL**

Not at this time.

## Performing Arts Section

Council Liaison: Rachel Winston

Report Submitted by: Brenna Edwards

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Brenna Edwards	8/15/2019	9/1/2021
Co-Chair	Cecily Marcus	8/17/2020	9/1/2022
Steering Committee Member	Laura LaPlaca	8/15/2020	9/1/2022
Steering Committee Member	Libby Smigel	8/15/2019	9/1/2021
Newsletter Co-Editor	Kelly Kress	1/1/2019	9/1/2021
Newsletter Co-Editor	Stephanie Neel	3/1/2020	9/1/2022
Web Liaison	Supriya Wronkiewicz	11/13/2018	9/1/2022
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** - Two issues of Performance! edited and published (Fall 2020 and Spring 2021) - CMS survey deployed and initial results analyzed and presented at annual meeting

**Ongoing:** - Further analysis of CMS survey results, with wider conversations and open discussions with the Section for feedback - Continued update and development of WordPress site for news and features from Section members - Sending out notices about webinars and other events through other organizations to help the performing arts archive world become more intertwined

**New:** - Pursue collaborations with other SAA sections for thematic coffee chats/informal networking or professional development opportunities, with focus on DEIA. - Pursue more active relationships and collaborative opportunities with synergistic organizations such as American Theatre Archive Project, Dance USA, etc. - Solicit guidance from membership on new priorities for PA section activities. - Continue to identify opportunities for further alignment with SAA Strategic Plan and priorities.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

The PAR Section has sent out notices about webinars and other events through other organizations (DanceUSA, Theatre Library Association, etc) to help the performing arts archive world become more intertwined. We also have kept up our social media presence to help share and promote archivists' work at their respective institutions, as well as sharing opportunities for growth.

### **Goal 2: Enhancing Professional Growth**

The PAR Section continued to help with professional growth by providing section members the opportunity to write and publish pieces in our Performance! newsletter. We hope to provide more opportunities for shorter pieces to go on the WordPress site going forward.

### **Goal 3: Advancing the Field**

Identified a knowledge gap in content management and digital preservation within performing arts archives, and created and deployed a survey across different organizations, not just SAA, to get a temperature check of how people feel about their current systems and practices. The results have been briefly analyzed, and the steering committee plans to conduct roundtable/coffee discussions over Zoom in the future to learn more and maybe create a document with best practices and suggestions.

### **Goal 4: Meeting Members Needs**

The Steering Committee made an effort to share more opportunities, such as webinars, coffee chats, and programs, to our section from the profession at large. We did this mainly through the official SAA listserv and some social media outreach. We also encouraged people to participate in the section by encouraging them to write for Performance!, run for the steering committee, and to join us at the section meeting during the annual meeting.

## **ANNUAL MEETING**

**Number of Attendees:** 37

**Summary of Meeting Activities:** - Announced election results - Content Management and Digital Preservation survey results update and next steps by Kelly Kress (showed graphs of initial survey results) - Section member updates by Eleanor Blackman and Supriya Woznick - “Behind the Scenes at the Academy of Motion Picture Arts and Sciences Margaret Herrick Library” presentation by Rachel Rosenfield and Warren Sherk, followed by a Q&A moderated by Cecily Marcus

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

I would say members are pretty engaged, even if we have a more quiet month-to-month listserv. When the steering committee sends out surveys we tend to get a decent response, and hope that it will translate to Zoom conversations about the survey. We also had a decent turnout for our section meeting this year and people were very engaged with our guest speakers. I think the pandemic and a lot of arts organizations closing or being heavily impacted may have impacted the health/energy of the section (as with all of 2020/2021).

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

The listserv seems to be the best way to communicate with our section members, as it is the most regular mode of communication. We have experimented with Twitter and WordPress some, but are still working on growing communication and engagement through those methods.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))  
Does your section share issues or scope overlap with other sections? If so, which sections?**

The Performing Arts Section can overlap on lots of different topics with the more general sections (Manuscripts, Electronic Records, maybe even Design Records), but for more one-off events rather than a series of events.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Arts in general, maybe leaning into design/architecture a bit. Anything related to performing arts, from performance to the technical side of things, as well as comedy archives and independent/community archives.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

While we are small, we do have issues and concerns that affect mainly us and we wouldn't want to lose that sense of community support when those issues do arise. We would want to make sure to understand the reasoning behind certain groupings as well. See also: questions for Council below.

**QUESTIONS FOR COUNCIL**

At the end of last year/beginning of this year's cycle, it was mentioned that some sections may be combined/joined with other similar sections to reduce the overall number. Has there been any update on that and how PAR might be affected?

## Preservation Section

Council Liaison: Derek Mosely

Report Submitted by: Kara McClurken

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Kara McClurken	8/14/2020	8/15/2021
Vice Chair / Chair-Elect	Dyani Feige	8/14/2020	8/15/2021
Immediate Past Chair	Jeremy Linden	8/14/2020	9/1/2021
Steering Committee Member	Becky Geller	8/18/2018	9/1/2021
Steering Committee Member	Karen Gracy	8/15/2019	9/1/2021
Steering Committee Member	Heather Parks	8/14/2020	9/1/2022
Steering Committee Member	Kelley Smith	8/18/2020	9/1/2021
Steering Committee Member	Sylvia Welsh	8/18/2020	9/1/2021
Council Liaison	Derek Mosley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** We proposed a Sustainability Committee to the SAA Council. Our request generated good discussion, but ultimately, the decision was made not to form a committee but to wait for a new Exec. Director and incorporate sustainability into the new Strategic Plan. Preservation Section will continue to monitor this situation.

**Ongoing:** Maintain Preservation Section Twitter, including live-tweeting the annual section meeting Reviewed/Suggested updates for SAA's May Day site: Because we do not have direct access to this page, all we can do is suggest changes. Will continue to monitor/work with SAA staff National Disaster Recovery Fund for Archives (NDRFA) fundraiser--Because we could not do our regular Silent Auction at the Annual Meeting, we pivoted to an online option and raised \$1500 by providing archives themed enamel pins to those who made a donation directly to the NDRFA fund. Preservation Week: This year we hosted our annual Preservation Week Twitter conference, #PresTC21. This event has grown to 10 presentations all live tweeted. This year's event resulted in a significant increase in our digital outreach with 5,312 profile visits, 44 new followers, and 28K 'impressions' The Education Committee compiled a list of preservation week events across cultural institutions/organizations. A member of this section serves as the liaison with the Heritage Emergency National Task Force

**New:** In spite of the pandemic (or maybe because of it), we had good success with two themed coffee hours over zoom: Welcome Back to the Archives  
<https://www2.archivists.org/groups/preservation-section/recording-available-welcome-back-to-the-archives> 2. Preservation coffee hour co-hosted with SNAP  
<https://www2.archivists.org/groups/preservation-section/recording-available-coffee-chat-meet-and-greet-preservation-professional>

## STRATEGIC PLAN

### **Goal 1: Advocating for Archives and Archivists**

We have successfully advocated for SAA to incorporate sustainability, sustainable practices, and resources into the larger organization's work. By raising money for the National Disaster Relief Fund for Archives, we both spotlight that important program and tangibly support institutions impacted by disasters. We highlight issues of safety for both the collections and those working within. We provide outreach tools, like preservation bookmarks, that can be used to educate the public about preserving our collections

### **Goal 2: Enhancing Professional Growth**

Our free online and in-person programming provide valuable resources to our members--many never had the opportunity to take a preservation class as part of their education. We reached out to young professionals this year in a coffee hour to answer any questions they had and supported those returning to the archives after COVID to talk about challenges and opportunities that the pandemic provided. We incorporate both physical and digital preservation into our programming and outreach.

### **Goal 3: Advancing the Field**

We select timely issues to discuss in our online and in-person programming. We spent several years examining sustainable practices, this year we focused on the unique challenges and opportunities presented by the pandemic and explored new ways of meeting preservation needs (like virtual preservation assessments).

### **Goal 4: Meeting Members Needs**

Goals 1 and 2. We provide/maintain resources for May Day, Preservation Week. We have a variety of leadership opportunities within the section at a variety of time commitments, to support a wide range of needs. We put out a call for volunteers each year and encourage both self-nomination and the nomination of others.

## ANNUAL MEETING

**Number of Attendees:** 60+

**Summary of Meeting Activities:** After a brief summary of the year's activities by the Outgoing Preservation Section chair, the bulk of the section meeting was dedicated to exploring the opportunities provided by the pandemic to conduct virtual assessments. Virtual Preservation Assessments Conservation Center for Art & Historic Artifacts (CCAHA) Program Manager Anastasia Matijkiw about virtual assessments. Prior to 2020, she provided preservation needs assessments, risk assessments, and emergency preparedness surveys to help guide institutions in person. In 2020, CCAHA had to adjust those assessments to be virtual. What does this mean for the institution? Elizabeth Call, (Rochester Institute of Technology) and Mandy Schupp (SUNY, Fredonia) joined Anastasia on the panel as participants who had experienced in-person vs. virtual assessments. In-person assessments used to involve the institution fill out a 27 page questionnaire, and a site visit that involved touring the space, looking at collections, spot testing

the environment, and talking with staff Virtual assessments used the questionnaire, combined with many photos of the collections and floor plans that then guided a series of conversations with the institution. Environmental monitoring kits were mailed to the site--3 preservation environmental monitors and a light meter, which provided them more accurate environmental data than spot testing. In general, folks came to the virtual process better prepared than when in-person assessments were conducted (in part because of the need to take/select/organize images and floor plans. The follow up was improved upon as well-- the final report delivery was done as a conversation (rather than just being sent as a document.) They also instituted a call six months after the report was issued to check in/follow up. This pandemic necessity will likely continue long after the pandemic is over.

### **Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

### **How would you describe the health or energy of your section? How engaged are your members?**

Members are engaged--we've had good turnout at our online sessions with lots of conversations, we have several active committees. Section leadership meets monthly, as do several of the subcommittees (communication, NDRFA fundraiser), while others meet for shorter bursts (program, education). The Listserve and Twitter are good for information sharing. Depending on the talents/interests of the Board, we have taken on a number of popular outreach related projects (preservation bookmarks, or archives enamel pins)

### **What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

We have found Zoom to be a great way for folks to interact and participate In-person meetings are good too.

### **SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

When relevant, we join up with other sections where there is overlap (electronic records, web archiving, security). Last year, we teamed up with SNAP for a Preservation Coffee hour, to answer any questions students or new professionals might have about preservation or preservation as a career.

### **If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

While many sections have preservation as one component of their group's focus (particularly those focused on a format), preservation itself is a bit unique, and when it gets placed under another umbrella, the focus, energy, and expertise tends to get lost. (One can see this in the American Library Association's recent merging of several sections. Preservation professionals have lost their distinct identity there and with it, much of the value that came with being a

member of ALA.) Ironically, the opposite happens as well--when there is not a distinct space for preservation expertise and resources, unnecessary redundancies are created as other sections try to take on preservation topics independently. Having our own section liaise and provide centralized resources on preservation is actually a more efficient model than having preservation subsets of many other sections or asking other section leaders to compile preservation-related resources independently.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

See above. If preservation gets absorbed into/with another group, you would lose some of the unique activities and services based on the expertise and narrow focus that our section provides. Preservation has been an advocate for SAA to address sustainability. We help ensure funds are available for our colleagues through our annual NDRFA fundraiser. We are the driving force for Preservation Week activities, including the Preservation Week Twitter conference. We host a number of preservation specific topics that reach beyond the scope of our section. We provide support of SAA-maintained resources such as disaster planning and May Day, etc. as well as create preservation and outreach materials that can be utilized by the entire organization.

**QUESTIONS FOR COUNCIL**

We are eager to see how and where sustainability shows up in the strategic plan.

## Privacy and Confidentiality

Council Liaison: Meg Tuomala

Report Submitted by: Rachel Gattermeyer

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Rachel Gattermeyer	8/15/2020	8/15/2021
Vice Chair / Chair-Elect	Katrina Windon	8/15/2020	8/15/2021
Immediate Past Chair	Lydia Tang	8/15/2020	9/1/2021
Steering Committee Member	Veronica Denison	8/18/2020	9/1/2022
Steering Committee Member	DiAnna Hemsath	8/15/2019	9/1/2021
Steering Committee Member	Elizabeth Russell	8/18/2020	9/1/2022
Early-Career Member	Shelly Black	8/18/2020	9/1/2021
Council Liaison	Meg Tuomala	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** The Privacy and Confidentiality Section Steering Committee held many exciting projects, events, and activities for our section members including: - 2020-2021 P&C Activities Survey. The survey was designed to hear directly from section members about what they want the Steering Committee to focus on in the coming year. - Zoom presentation with Heather Briston - "It's Not as Bad as You Think – Navigating Privacy and Confidentiality Issues in Archival Collections." This conversation went over the difference between legal issues and ethical issues, state and federal laws, and how to approach various situations. There were over 200 attendees at this lively event. - Blog series with Heather Briston. Heather Briston agreed to write up a five-part blog series to respond to the over 20 unanswered questions from her presentation. The thoughtful and thorough responses address general privacy issues, FERPA, HIPAA and records law, PII, legal records, and social media, third-party privacy, and tribal and Indigenous records. - Reading circle discussion on Ashlyn Velte's article 2018 American Archivist article, "Ethical Challenges and Current Practices in Activist Social Media Archives." The P&C Steering Committee was invited to join the SAA Committee on Ethics and Professional Conduct on this event. The reading circle discussion involved a short presentation by Ashlyn and was followed by a Q&A session and a more general discussion. Over 25 archivists attended for an engaging conversation. - Two-day Mukurtu Workshop and Panel Event. The event was jointly hosted with SAA Collection Management and Native American Archive Sections, and Washington State University's Center for Digital Scholarship and Curation. The two day event included an overview of the Mukurtu CMS on the first day and a panel discussion of users of Mukurtu on the second day, who discussed how the tool intersects with Indigenous records, privacy, and access. Both sessions were well attended with an average of 204 registrants per day and the recordings, which are available on SAA's YouTube page, have a combined count of over 350 views. - Mid-cycle funding requests. The P&C Steering

Committee applied for two funding requests - 1) for the Mukurtu Workshop and Panel Event (successfully awarded) and 2) to establish an SAA Privacy Advocacy and Scholarship Award (declined by SAA Council).

**Ongoing:** The Privacy and Confidentiality Section Steering Committee is continuing many activities to aggregate and share current news, scholarly articles, crowdsourced guidance, and documentation, including: - Monthly news roundups. The monthly emails share updates from the P&C Steering Committee, news about privacy, confidentiality, and access in archives, articles and resources, and details about upcoming events outside of the P&C Steering Committee. - Anonymous Question Form. Privacy and confidentiality issues can be tricky to address. The form provides a way to ask questions to the P&C listserv anonymously to get insight from fellow archivists. - P&C Documentation Portal. The portal pulls together real examples of policies and procedures related to addressing privacy and confidentiality. - Bibliography. The bibliography contains a curated list of scholarly articles that explore many facets of privacy and confidentiality in archives. - P&C in Archives Best Practices guide. The crowdsourced guide draws on the knowledge of P&C members to create a broad list of privacy and confidentiality best practice activities, guides, and resources.

**New:** The Privacy and Confidentiality Section Steering Committee is looking forward to another year of exciting events and projects that meet member needs and interest, including: - 2021-2022 P&C Activities Survey. The survey will gather data from our section members that describe what they want the Steering Committee to focus on in the coming year. - New activities that will come out of the results of the P&C Activities Survey.

## **STRATEGIC PLAN**

### **Goal 1: Advocating for Archives and Archivists**

The P&C Section Steering Committee is meeting Goal 1 by: - Providing documentation and best practices about privacy and confidentiality issues to archivists to implement at their home institutions through the bibliography, P&C Documentation Portal, and P&C Crowdsourcing Best Practices Guide. - Creating opportunities to hear expert advice by Heather Briston and speakers from the Mukurtu Workshop and Panel Event that archivists can use to advocate for new tools, policies, and practices to their institutional leadership.

### **Goal 2: Enhancing Professional Growth**

The P&C Section Steering Committee is meeting Goal 2 by: - Hosting professional development opportunities with clear deliverables for all archivists, within SAA and beyond, to learn about approaches to privacy, confidentiality, and access issues in archives. - Sharing resources through our blog series, bibliography, P&C Documentation Portal, and P&C Crowdsourcing Best Practices Guide. - Holding a reading circle discussion group with the Committee on Ethics and Professional Conduct to encourage questions and dialogue among archivists on how to approach collecting social media records.

### **Goal 3: Advancing the Field**

The P&C Section Steering Committee is meeting Goal 3 by: - Aggregating and promoting resources, best practices, guides, scholarly articles, and institutional documentation through the

P&C Documentation Portal, P&C Crowdsourcing Best Practices Guide, Bibliography, and Monthly News Roundups. - Collaborating with SAA Sections and Committees to provide professional development opportunities that explore and push the conversation on where our topics intersect. - Soliciting presentations from our section members for our Annual Section Meeting to highlight their unique approaches to working with privacy and confidentiality. - Securing funding from SAA Council to compensate speakers at our Mukurtu Workshop and Panel Event for their time, labor, and expertise.

#### **Goal 4: Meeting Members Needs**

The P&C Section Steering Committee is meeting Goal 4 by: - Creating and encouraging an open space to ask questions about privacy and confidentiality issues in archives through the Anonymous Question Form and setting up anonymous question chat options in live events. - Soliciting members' wants and interests through our P&C Activities Survey to set the tone and direction for the year. - Using the data from the P&C Activities Survey to develop educational, discussion-based, and networking opportunities including the Heather Briston presentation and the Mukurtu Workshop and Panel Event. - Hosting an Early Career Member who took on meaningful project work and contributed to the decisions and activities of the Steering Committee.

### **ANNUAL MEETING**

**Number of Attendees:** 49 attendees

**Summary of Meeting Activities:** Our 60-minute Annual Section Meeting included a brief business update, SAA Council updates, two 15-minute presentations, and a Q&A section. The speakers were Monique Lassere (Harvard University) and Jess Whyte (University of Toronto) who discussed their recent article "Balancing Care and Authenticity in Digital Collections: A Radical Empathy Approach To Working With Disk Images," which reviewed their approach to working with sensitive information on disk images, and Sarah Coates (University of Florida) who presented on reviewing university presidential papers and the thorny ethical and privacy issues that this entails. A lively Q&A followed with people using our anonymous question submission form.

**Link to Meeting Minutes:**

### **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

The P&C section members are very curious and eager to learn about how to approach privacy, confidentiality, and access issues at their archive. Privacy and confidentiality issues can be tricky and daunting, so many archivists may be more comfortable taking a passive approach to engaging with the topic. While not the most vocal section on the listserv, attendance at events is high and engagement with the speakers through comments and questions is likewise high.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Zoom-based events have a high section attendance.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

The strength of the Privacy and Confidentiality Section is that it actively promotes a vital and emerging area of archives that is easy to neglect due to intimidation, lack of expertise, or unfamiliarity. The scope of privacy and confidentiality intersects with many other sections' topics, such as FERPA with the College and University Archives Section, the Protocols for Native American Archives Materials with the Native American Archives Section, and access restrictions with the Reference, Access, and Outreach Section.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

The Privacy and Confidentiality Section uniquely addresses professional challenges regarding legal and ethical archival decisions beyond security and management in archives. These challenges extend to all levels of archival decision making, for example determining whether to accession and how to appraise protest photos, whether to include disk images during processing, who should and can access which collections per donor agreements, state and federal laws, and professional ethics. The P&C Section is one that relates to archival functions and practice, like Acquisition and Appraisal and Collection Management sections, rather than to a type of institutional affiliation, like Business Archives and Religious Archives. That makes the section already an umbrella for numerous constituencies and issues.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

The Privacy and Confidentiality Section Committee would want to make sure that any merger or affiliation does not mean the erasure of our scope and that the P&C Section Committee has a say in any decisions. Given that there is a principle dedicated to privacy in the SAA Code of Ethics, our section's focus supports archivists in adopting the Code. A merger may dilute the importance of this principle. We have found great value in partnering with sections based on overlapping areas of interests, and believe that topic- and project-based collaborative approach works well, given the diversity of our section membership and scope. A merger with another section might elevate one aspect of the section's mission at the expense of others, which could create gaps and exclusions.

## **QUESTIONS FOR COUNCIL**

Does it look like section funding will return at some point in the future? How much is consolidating and merging sections a priority for the SAA Council?

## Public Library Archives / Special Collections Section

Council Liaison: Petrina Jackson / Jasmine Jones

Report Submitted by: Angela Stanley

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Angela Stanley	8/3/2019	9/1/2021
Vice Chair / Chair-Elect	Patricia Delara	8/15/2020	4/30/2021
Steering Committee Member	Laura Carroll	8/15/2020	8/15/2021
Steering Committee Member	Heather Lanctot	8/18/2018	9/1/2021
Steering Committee Member	Catherine Oseas	8/15/2019	9/1/2022
Steering Committee Member	Johanna Russ	8/15/2019	9/1/2022
Council Liaison	Petrina Jackson	8/18/2018	9/1/2021
Council Liaison	Jasmine Jones	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** The Public Library Archives and Special Collections Section Steering Committee remained busy and focused this year in spite of the many challenges presented by the pandemic. We began the year with a recap of the SAA Strategic Plan and how our work might align with its four main goals. From that conversation, we decided on two main areas of focus: First, the completion of our national survey and white paper; and second, offering lightweight opportunities for member engagement and professional development. Ultimately, our section accomplished the following this year: Monthly Steering Committee meetings (which are open to membership); Along with members of COPP, kept apprised of the Birmingham Public Library mass furlough and subsequent reinstatement of staff, with particular attention to the Archives and Southern History collections; worked with an ad hoc group of advocates to build public and political support for the archivists and librarians in charge of these collections; Strategic outreach to SAA Committees, including COPP, COPA, and I&A in an effort to build an archival advocacy toolkit. Sent a ‘Take Action’ request to SAA Council urging SAA to take a stand for public service archivists to be included in the early phases of vaccine rollout; Publication of our survey report / white paper, “Archival Advocacy in a Post-COVID World: Findings from a Public Library Archives & Special Collections National Survey;” Creation of a series of Twitter polls from the PLASC account asking a variety of questions regarding archival COVID response, archivists’ needs, and some lighthearted and fun questions as well; Publication of our Fall/Winter newsletter; Offering a professional development session on marketing for public library archives and special collections at the Annual Meeting; PLASC representation on a free, publicly-available pre-conference workshop titled, “Build a Bridge to Stand: Making the Ask Even in Uncertain Times;” Continued updates to the microsite.

**Ongoing:** Ongoing activities include our weekly Twitter polls, monthly meetings, and the publication of our next newsletter.

**New:** The section is interested in hosting speakers at either our annual meeting or during the year on topics that would help our membership with advocacy, collections management, and/or working with stakeholder groups. We envision these talks to either be lectures or workshops with a hands-on component. We also like the idea of hosting speakers that are outside of the archival field (for example: public relations, non-profit management, volunteer coordination, fundraising, endowments, and grants, etc.) so that we can gain new, non-library, perspectives around some of these topics.

## **STRATEGIC PLAN**

### **Goal 1: Advocating for Archives and Archivists**

As evidenced by the list above, PLASC did a considerable amount of advocacy work and skill-building this year, including maintaining situational awareness of PLASCs affected by budget cuts as a result of the pandemic; publication of our survey report; collaboration with our friends at COPP, COPA, and I&A; and the issuance of an Action Request for SAA Council.

### **Goal 2: Enhancing Professional Growth**

The PLASC Steering Committee met the second strategic goal of ‘enhancing professional growth’ through its Annual Section Meeting presentation with Deborah Hakes, Director of Marketing and Communications for the Georgia Public Library Service and winner of Library Journal’s Marketer of the Year Award.

### **Goal 3: Advancing the Field**

Our goals for ‘advancing the field’ were met by the publication of our white paper and, within it, our call for the collection of national, annual data from archives (at public libraries in particular, but truly across all institution types) that would function as a snapshot of the contributions and progress archivists are making in the United States. We envision this dataset to be similar in form and function to IMLS’ annual survey data for public libraries. To the Steering Committee’s knowledge neither IMLS nor any other data collector aggregates information about archives on a national scale.

### **Goal 4: Meeting Members Needs**

Over the years the PLASC Steering Committee has conducted various member surveys to determine member needs. The Committee was hesitant to offer much in the way of virtual engagement this year, feeling sensitive to the limited bandwidth of already overworked, Zoom-tired public library employees. Instead, the Steering Committee chose to focus its efforts on simpler member engagement with our ongoing Twitter poll series. Ideas for possible continued member engagement include establishing a project-based mentor/mentee system; informal or collegial virtual chats, possibly to include a theme; and professional development webinars.

## **ANNUAL MEETING**

**Number of Attendees: 28**

**Summary of Meeting Activities:** This year's Annual Section Meeting featured updates from PLASC Steering Committee members on the activities of the past year, as well as a presentation from guest speaker Deborah Hakes, Director of Marketing and Communications for the Georgia Public Library Service. Deborah discussed archival advocacy and marketing, and shared ideas for how to communicate the value of public library archives and special collections to better engage patrons, researchers, and funders. Here's an outline of the session: Welcome & introductions, Angela Stanley, PLASC Chair 2021 Steering Committee recap & election results, PLASC Steering Committee members Advocacy survey report, Heather Lanctot and Catherine Oseas, PLASC Survey Working Group Introduction, Angela Stanley Advocacy & marketing presentation, Deborah Hakes, Director of Marketing & Communications, Georgia Public Library Service Questions and wrap-up, Angela Stanley

**Link to Meeting Minutes:** [https://www2.archivists.org/groups/1766/group\\_minutes](https://www2.archivists.org/groups/1766/group_minutes)

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

The PLASC Steering Committee is healthier and more invested than ever, and has a robust list of accomplishments to show for its recent efforts. The Steering Committee works well together and has provided several opportunities for member engagement, though this is probably the area in which the section could most benefit from growth. Regular reminders of monthly meetings to the listserv, as well as enactment of some of the ideas listed above, would help to increase member engagement.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Owing to both the pandemic and the already limited professional development funds available to most public library archivists, our members have repeatedly indicated their preference for virtual communications, including emails to the listserv, conference calls, and webinars.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Because PLASC is a section characterized by institution type rather than workplace function, we naturally share topical overlap with many SAA sections, most notably: the Lone Arrangers, the Local Government Records Section, the Government Records Section, and the Reference, Access, and Outreach Section.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

If PLASC were to be part of an umbrella of affiliation with other sections, it would seem best-suited to divide/describe the sections by classification, e.g. sections by institution type, sections

by archival function, sections by affinity, etc. PLASC would logically fall into the first of these, 'sections by institution type.'

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

The PLASC Section is thriving and looks forward to continued partnership with SAA Committees to reach its advocacy goals. While we would welcome the opportunity to partner with affiliated sections, we would strongly oppose combining with any other sections at this time.

**QUESTIONS FOR COUNCIL**

We do not have any questions or concerns for SAA Council at this time. We would like to request funding for FY23 to support an honorarium for speaker/s. The section is interested in hosting speakers at either our annual meeting or during the year on topics that would help our membership with advocacy, collections management, and/or working with stakeholder groups. We envision these talks to either be lectures or workshops with a hands-on component. We also like the idea of hosting speakers that are outside of the archival field (for example: public relations, non-profit management, volunteer coordination, fundraising, endowments, and grants, etc.) so that we can gain new, non-library, perspectives around some of these topics.

## Records Management Section

Council Liaison: Meg Tuomala

Report Submitted by: Jessika Drmacich

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Jessika Drmacich	8/1/2020	8/15/2021
Vice Chair / Chair-Elect	Krista Oldham	8/15/2020	8/15/2021
Immediate Past Chair	Courtney Bailey	8/1/2020	10/1/2021
Steering Committee Member	David Brown	8/15/2019	9/1/2022
Steering Committee Member	Ingi House	9/12/2019	10/1/2021
Steering Committee Member	Ryan Leimkuehler	8/15/2020	9/10/2021
Early-Career Member	Jes Martell	8/15/2020	10/1/2021
Council Liaison	Meg Tuomala	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** Completed We held monthly steering committee meetings (September - July) Ongoing and new We had regular steering committee member to our section blog, The Schedule. April RIM month: We hosted a RIM Month Colloquium (attendance approx. 150) We hosted monthly coffee chats re: pandemic related RIM issues, email archiving, and RIM collaborations (attendance hovered at 100 plus per chat)

**Ongoing:** Ongoing and new We had regular steering committee members author posts on our section blog, The Schedule. April RIM month: We hosted a RIM Month Colloquium (attendance approx. 150)

**New:** April RIM month: We hosted a RIM Month Colloquium (attendance approx. 150) We hosted monthly coffee chats re: pandemic related RIM issues, email archiving, and RIM collaborations (attendance hovered at 100 plus per chat) Business and Records Management Section joint colloquium (annual meeting) (attendance approx. 130) College and University Archives Section and Records Management Section joint coffee chats.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

Our section continues to play a critical role in advocating for the importance of records management among archivists through outreach and community building. This was essential during the turbulent past year.

#### Goal 2: Enhancing Professional Growth

We created a forum via the monthly coffee chats and the colloquium for records managers to discuss records management's relationship to the ongoing pandemic. Collaboration: for the

annual SAA meeting, we worked with the Business Section to host a joint records management focused colloquium. We also collaborated with the College and Universities section to reach our communities during this complicated time (when so many of us are feeling the effects of the pandemic and are virtually fatigued).

### **Goal 3: Advancing the Field**

The RIM month Colloquium introduced a new forum and a place for discourse for RIM related issues and pandemic related professional issues. This is a new space in the SAA umbrella.

### **Goal 4: Meeting Members Needs**

We continue to host virtual coffee chats to offer members the opportunity to talk about our communities, higher education, collaboration with IT, teleworking and reopening procedures. these events had incredibly high turnout.

## **ANNUAL MEETING**

**Number of Attendees:** approx. 150

**Summary of Meeting Activities:** Two National Archives leaders who work closely with the White House will be joining us to talk about how the Presidential Records Act really works on the ground. Our speakers will be Gary M. Stern, NARA General Counsel, and John Laster, Director of NARA's White House Liaison Division, both of whom have been through multiple presidential transitions. John and Gary will talk about how the National Archives works with the White House during an administration, what authority NARA has (and doesn't have) under the law, and how physical records, electronic records, and museum objects are managed at the end of an administration. The speakers will address how the 2021 transition was the same and how it was different from past transitions, and they'll bring you up to date on the current status of the Trump records.

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Membership of the section in SAA Connect ranges from 900-1000 people. Obviously, circumstances continue to be strange this year with many experiencing burnout or fatigue. However, we've still seen great dialogue via our coffee chats, colloquiums, and our annual meeting gathering. There is definitely a need for records management focused work within SAA, and the RMS section is working to meet this demand. Our blog continues to have a following. As a committee we wish we had more nominations for the section, but we realize many are burned out and fatigued (as previously stated). This is not an issue that RMS is facing, it's a global one.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Coffee chats and virtual meetings were very successful and well- attended this year. The listserv is active.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))  
Does your section share issues or scope overlap with other sections? If so, which sections?**

The Records Management Section has a long history of collaboration with other SAA sections. 2020: joint coffee chats with College and Universities section; joint colloquium with the Business section 2019: Zoom meeting with Privacy & Confidentiality section about GDPR 2018: joint SAA annual meeting with Acquisition and Appraisal section, focusing on Transparency in Appraisal and Retention Scheduling 2016: joint SAA annual meeting with Local Government Records section, focusing on the lifecycle of records 2014: Google Hangout with Electronic Records section about archiving email 2012: joint SAA annual meeting with Government Records section, focusing on Presidential Electronic Records memorandum/directive Numerous Twitter chats with SNAP section

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

An obvious connection is with the College and Universities Section and Business Section. Records Management is vibrant in both these areas and our collaboration adds richness to each. In the past, records management may have been a lower priority in the business and college/ universities sectors. However, with growing interest in institutional histories, records management work is now considered essential.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

We feel it is essential to preserve a place for records management within SAA. Our attendance numbers at the colloquium and the coffee chats prove this. Our community wants records management content that is not subsumed.

## **QUESTIONS FOR COUNCIL**

Not at this time.

## Reference, Access, and Outreach Section

Council Liaison: Stephen Curley

Report Submitted by: Marissa Vassari

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Marissa Vassari	8/15/2020	8/15/2021
Vice Chair / Chair-Elect	Cinda Nofziger	8/18/2020	8/15/2021
Immediate Past Chair	Julie Porterfield	8/15/2020	9/1/2021
Steering Committee Member	Greta Browning	8/15/2020	9/1/2022
Steering Committee Member	Daria Labinsky	8/15/2020	9/1/2022
Steering Committee Member	Ryan Lee	8/15/2019	9/1/2021
Steering Committee Member	JA Pryse	8/15/2019	9/1/2021
Web Liaison	Amanda Hawk	3/13/2020	9/1/2021
Ex Officio	Chloe Gerson	8/15/2020	9/1/2022
Ex Officio	Julie Judkins	10/14/2020	9/1/2021
Ex Officio	Alison Reynolds	8/15/2020	9/1/2022
Ex Officio	Holly Robertson	8/15/2020	9/1/2021
Ex Officio	Jill Severn	8/15/2020	9/1/2021
Ex Officio	Eric Sonnenberg	9/15/2020	9/1/2021
Council Liaison	Stephen Curley	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** Exhibits and Events subcommittee: E2 has served its members primarily through a series of virtual skill-sharing and discussion sessions. The first, in December 2020, featured Omeka (the online exhibition platform) and attracted nearly 200 participants. In February, WordPress was spotlighted as an online exhibition platform case study from the University of Delaware, again attracting nearly 200 participants. In April, a smaller but lively Foundations discussion on the future of virtual exhibitions in a post-COVID world was hosted, and in May there was another featured skill sharing, case-study session on planning virtual events from the University of Georgia. Teaching with Primary Sources (TPS) subcommittee: Case Studies Editor: Kayla Harris; Jen Hoyer stepped down in January 2021 Assistant Editor: Blake Spitz (appointed February 2021) • August 2020: Teaching with Primary Sources Remotely •

September 2020: Engaging History Majors in Intensive Archival Research: Assessing Scaffolded Curricula for Teaching Undergraduates Primary Source Literacy Skills •

February 2021: Personalizing the History of Mathematics through Institution-Specific Archival Materials • June 2021: Stories of Power and Diversity During COVID: Building an Online Exhibition with Primary Sources Survey Assessment Open Discussion •

July 19th 2:00-3:30 EST; 6 presentations from archivists across the country and Canada; 152 registrants Assessment of Measures and Metrics for Public Services subcommittee: •

Published first "Quick Guide" - a visual summary of the Standards. Available on the microsite. [https://www2.archivists.org/sites/all/files/Quick\\_Guide\\_Draft-FINAL-2021.pdf](https://www2.archivists.org/sites/all/files/Quick_Guide_Draft-FINAL-2021.pdf) •

Published additional txt, doc, and excel Quick Guides and handy lists for easy download.

- In February and March, conducted the “Measures and Metrics for Public Services Tools Survey” gathering data related to which measures and metrics from the Standards are currently being collected and what tools are being used to collect them.
- Began a preliminary bibliography of presentations and articles related to the Standards on the microsite.

**Ongoing:** RAO Community Calls E2 maintains five project teams: E2 Annual Meeting Committee Planning Team, E2 Communications Team, E2 Resource Bank Team, E2 Bibliography Team, E2 Foundational Documents Team, E2 Nominations and Elections. Work on most of these teams is ongoing. The most vibrant project team is the E2 Resource Bank who recently released a survey to assist their goal to create a hub for relevant examples of exhibition and event-related policies, procedures, contracts, and other germane materials for archivists, special collections librarians, public historians, and other professionals who hold these work responsibilities. The survey allows participants to indicate the types of documentation in use in their institutions and then upload those materials for consideration by the E2 Resource Bank Committee. TPS Article Club has permanent page on TPS Collective website and meets quarterly <https://tpscollective.org/events-and-opportunities/tps-article-discussion-club/> TPS Case Studies Editor: Kayla Harris; Jen Hoyer stepped down in January 2021 Assistant Editor: Blake Spitz (appointed February 2021) • August 2020: Teaching with Primary Sources Remotely • September 2020: Engaging History Majors in Intensive Archival Research: Assessing Scaffolded Curricula for Teaching Undergraduates Primary Source Literacy Skills • February 2021: Personalizing the History of Mathematics through Institution-Specific Archival Materials • June 2021: Stories of Power and Diversity During COVID: Building an Online Exhibition with Primary Sources

**New:** TPS call for new co-chairs for the 2022-2023 two year term AMPPS Committee: Will be offering a webinar series on implementing, using, assessing, and training related to the Standards. First webinar held on June 29, 2021. Seeking proposals for upcoming webinars: <https://forms.gle/FVAWCraqLMWAm7uSA> • In contact with Council Rep in April/May in order to get guidance from Council on how to report findings from Tools Survey and make recommendations for next steps. • Continuing to add to bibliography and resources on microsite.

## **STRATEGIC PLAN**

### **Goal 1: Advocating for Archives and Archivists**

Marketplace of Ideas is a forum that showcases a variety of archival work from select professionals/institutions and encourages members to demonstrate what they are most interested in learning from.

### **Goal 2: Enhancing Professional Growth**

RAO Community Calls- series was developed as a way to support professionals in the field. The goal of these calls was to encourage discussion and support among members during a time of

remote, hybrid, and onsite reference and outreach work. It was a valuable opportunity to learn about strategies, tools, and procedures different institutions have been implementing and what has been most challenging or successful.

### **Goal 3: Advancing the Field**

E2 has served its members primarily through a series of virtual skill-sharing and discussion sessions. The focus was on Omeka, WordPress, and virtual exhibitions.

### **Goal 4: Meeting Members Needs**

TPS survey to better understand what RAO members are looking for AMMPS conducted the “Measures and Metrics for Public Services Tools Survey” gathering data related to which measures and metrics from the Standards are currently being collected and what tools are being used to collect them.

## **ANNUAL MEETING**

**Number of Attendees:** 45

**Summary of Meeting Activities:** ● Introduction and section information ● Committee Reports ● TPS: Alison Reynolds and Chloe Gerson ● E2: Carlyn Osborn ● Assessment of Measures and Metrics for Public Services: Jay-Marie Bravent ● Steering Committee Updates ○ Election updates from Immediate Past Chair, Julie Porterfield ○ Hello from Chair Elect, Cinda Nofziger ● Marketplace of Ideas - Vendors ● Colleen Hoelscher, Trinity University, “Unboxing the Archives for Virtual Students” (10 min.) ● Kurtis Tanaka, Ithaka S+R (10 min.) ● Liam Sweeney, Ithaka S+R (10 min.) ● Jay-Marie Bravent, University of Kentucky Libraries, “Graduate Student Outreach Roundtable” ● Q+A

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

RAO is a robust section with energized subcommittees. The Steering Committee meets regularly, and the subcommittees are always willing to adapt and find innovative ways to bring information to SAA members,

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Email listserv, virtual meetings

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

N/A

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

I think our section is quite broad, and reference, access, and outreach describes it well.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

N/A

## **QUESTIONS FOR COUNCIL**

Shifting Assessment of Measures and Metrics for Public Services subcommittee to new section.

## Science, Technology, and Health Care Section

Council Liaison: Petrina Jackson / Tonia Sutherland

Report Submitted by: Jennifer M Langford

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Gabrielle Barr	8/15/2020	8/15/2022
Co-Chair	Jennifer Langford	8/15/2019	8/15/2021
Immediate Past Chair	Jennifer Ulrich	8/15/2020	9/1/2021
Steering Committee Member	Peter Collopy	8/15/2019	9/1/2022
Steering Committee Member	DiAnna Hemsath	8/15/2019	9/1/2022
Steering Committee Member	Todd Kosmerick	8/18/2018	9/1/2021
Steering Committee Member	Larissa Krayser	8/18/2018	9/1/2021
Steering Committee Member	Brandon Pieczko	8/15/2020	8/15/2021
Steering Committee Member	Amanda Wick	8/18/2018	9/1/2021
Steering Committee Member	Nora Zaldivar	1/22/2020	9/1/2022
Council Liaison	Petrina Jackson	8/18/2018	9/1/2021
Council Liaison	Tonia Sutherland	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** None at this time

**Ongoing:** Unsung Heroes project to document underrepresented and diverse persons and groups contributions to science, technology, and health care

**New:** Creating a section blog to replace the newsletter Creating and sharing policies Finding collaborative/crossover opportunities with other sections

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

The section plans to switch the newsletter to a blog (in process this fall), in part to increase access to the general public for greater awareness of STHC institutions and activities.

#### Goal 2: Enhancing Professional Growth

STHC will have its first early career member this year, and the membership has discussed increased resource sharing among members.

#### Goal 3: Advancing the Field

The section is currently exploring ways to create and share policies within the group. This year's meeting programming was focused on methods to develop policies and practices that reflect and accommodate the diversity of our organizations.

#### **Goal 4: Meeting Members Needs**

STHC leadership continues to directly solicit feedback from members on activities and initiatives that will be of benefit. Additionally, this year's business meeting included brainstorming on STHC can benefit members.

#### **ANNUAL MEETING**

**Number of Attendees:** 27

**Summary of Meeting Activities:** Business meeting included discussion of changing newsletter to a blog, and a discussion of how best to meet member needs and fulfill the section mission, with brainstorming session. Program was a presentation and facilitated discussion of how STHC archives can develop collections, policies, and practices that reflect and accommodate the diversity of our organizations.

**Link to Meeting Minutes:**

#### **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Engagement with section members has been difficult this past year- at the annual meeting, members expressed being overwhelmed personally and professionally due to Covid. Hopefully this is temporary. The annual meeting did include a discussion of ways to increase engagement and find ways to make the section relevant and useful for members, and what types of initiatives and projects will have a broad appeal to the section.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

The listserv seems to be best, followed by zoom meetings. In-person is ideal, but of course not possible right now, and even when possible, it is dependent on members being able to attend the SAA annual meeting.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Shared issues include documenting the contributions of underrepresented groups in our subject areas and effective description and metadata creation for highly specialized subjects and materials.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

The umbrella could be highly specialized collection subject areas.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

The concern here is that STHC is already a very diverse group both in terms of our collecting subject areas and the types of institutions members are affiliated with. As such, finding the common denominator across membership is already challenging. Merging into a broader group could dilute the focus even more.

**QUESTIONS FOR COUNCIL**

N/A

## Students and New Archives Professionals Section

Council Liaison: Eric Chin

Report Submitted by: Brenna Edwards

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Brenna Edwards	8/1/2020	9/1/2021
Vice Chair / Chair-Elect	Michelle Novak	8/15/2020	8/15/2021
Secretary	Cara DeSimone	8/15/2020	9/1/2021
Steering Committee Member	Helena Egbert	8/15/2020	9/1/2021
Steering Committee Member	Carrie Mastley	8/15/2020	9/1/2021
Steering Committee Member	Renae Rapp	8/15/2020	9/1/2021
Ex Officio	Marissa Friedman	1/1/2021	12/31/2021
Ex Officio	Elizabeth Holdzkom	12/9/2019	12/31/2021
Ex Officio	Lourdes Johnson	12/9/2019	12/31/2021
Ex Officio	Hope Ketcham	12/9/2019	9/17/2021
Ex Officio	Kaitlyn Lichtle	1/1/2021	12/31/2021
Ex Officio	Louise LoBello	1/1/2021	12/31/2021
Ex Officio	Cristy Sanchez	1/1/2021	12/31/2021
Ex Officio	Rachel Talbot	1/1/2021	12/31/2021
Ex Officio	Leah Tams	1/1/2021	12/31/2021
Council Liaison	Eric Chin	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** - Once-a-month #snaprt chats on Twitter on a range of topics, some new and some repeated for new audiences. - SNAP Wakelet ([https://wakelet.com/@SNAP\\_Section](https://wakelet.com/@SNAP_Section)) updated with past #snaprt since 2018 (original replacement for Storify once it shut down) - SAA 101/Orientation project in collaboration with the Membership Committee was finalized and sent to be included on the main SAA website. - Held two SNAPpy Hours to help connect with members more during the pandemic - the first was in November 2020 and was more a casual meet-and-greet with the Steering Committee. The second was held March 2021 in collaboration with the - - Teaching with Primary Sources subcommittee to learn more about their work and how SNAPpers could get involved. - “Starting a New Job During a Pandemic” discussion/presentation held in June 2021 - viewpoints from various perspectives, such as term positions, tenure-track positions, and hiring supervisors. Panel was made up of both members of the Steering Committee, but also those outside of SNAP to help provide different perspectives and advice. - Housekeeping materials: creating a calendar for the Steering Committee to use in the future of important dates, cleaning up Google Drive, updating the microsite and cleaning up any old or outdated information and links, etc. - Reached out to student chapters a lot more this year, making sure they knew we are available to them and to invite them to virtual events - Term

Labor Best Practices Working Group DLF - Draft best practices for term positions was reviewed by the Steering Committee in June and July 2021

**Ongoing:** - SNAP climate survey to better help members - initial results received and a high-level overview of responses done. To be expanded upon by incoming Chair - #snaprpt chats on Twitter will continue to happen on a monthly basis, covering new and repeated topics about the profession to engage new and continued audiences - The SNAP blog (<https://snaproundtable.wordpress.com>) will continue to seek submissions for posts from students and new professionals about any archives-related topic they wish, and post relevant updates as needed.

**New:** To be determined by incoming chair and vice-chair

## **STRATEGIC PLAN**

### **Goal 1: Advocating for Archives and Archivists**

This year, SNAP has hosted #snaprpt chats on Twitter focusing on a wide range of topics, including: salary negotiation, internships, archival culture, digital skills, the ACA exam, and job applications, amongst other topics. By tweeting and engaging other archivists on Twitter in these chats, others not in the archives sphere could have come across these topics and learned more about what archivists do and what challenges they face. It also helped foster connections between archivists who may not have interacted before, either in person or over Twitter, allowing them to learn about other institutions and widen their network.

### **Goal 2: Enhancing Professional Growth**

One of our big events this past year was a Zoom presentation and discussion entitled “Starting a New Job During a Pandemic,” held in June 2021. This presentation panel was comprised of new professionals and managers who have hired/been hired during the pandemic, in both term and permanent positions. Our most well-attended event this year, we sent the invitation to a wide range of listservs, not just limiting ourselves to SAA section listservs to great success. The attendees seemed to appreciate the presentation and asked excellent questions. The panel was also recorded and distributed, and has had over 150 views as of this writing.

### **Goal 3: Advancing the Field**

SNAP and the Teaching with Primary Sources Collective held a joint SNAPpy Hour in March 2021 to learn more about the Teaching with Primary Sources Collective, as well as let SNAP members know how they might get more involved in other roles outside of SNAP. We kept it a very relaxed environment with no set agenda, and let the attendees set the tone and topics discussed. We did keep a notes document with links and topics discussed for future reference, and sent it out to the same listservs we promoted the event to (notes link here: <https://docs.google.com/document/d/1B5cl5sFmwm2rJqjSwmBweOGiyQmBAyNbNaJZGxn2nmY/edit?usp=sharing>). This connection started from a blog post, and we hope to keep connected with TPS in the future.

### **Goal 4: Meeting Members Needs**

Due to the pandemic, the SNAP Steering Committee felt it was more important than ever to

maintain the connections with our student chapters and engage students more. To do this, we upped our communication and outreach with student chapters to see which ones were more active, as well as give them ample opportunities to engage with the section. For our annual section meeting, we asked students and new professionals both to submit for lightning talks about projects they were working on or their thesis topic, to provide them with the chance of participating at a conference and share their work.

## **ANNUAL MEETING**

**Number of Attendees:** 49

**Summary of Meeting Activities:** - Council updates by Eric Chin - Introduction of Jacqueline Price Osafo, SAA's Executive Director - Overview of SNAP's year and election results - 5 lightning talks by students and recent graduates about projects and research they have engaged in, followed by a Q&A moderated by Brenna Edwards

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

I feel like the section is very healthy, but probably a bit burnt out given the pandemic and the impact it has had on the job market. Our members seem to be moderately engaged - the listserv is fairly active, and the #snaprt chats on Twitter receive good interactions and participation. I do feel we have a growing participation rate with those outside of the United States with those Twitter chats, which is an interesting observation and might be something to keep an eye on.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

I think our Twitter and blog seem to be the "first line" for information and interactions with members and that's how people find us most often. I think those are the best ways to get out information, but the listserv is a good way for people to find out about opportunities regarding other ways to get involved with SAA and entry-level job positions.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

SNAP overlaps with the majority of sections within SAA, since students and new professionals are always learning about different aspects and foci of the profession. I think narrowing it down would be unfair to the section's ability to collaborate with all sections, which can be seen in past collaborations for annual meetings.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Students and New Professionals is overarching enough to include all topics and themes present in other sections, since the focus is growth and learning what's possible in the profession, as well as supporting them in their ventures and share opportunities.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

I don't think SNAP should merge with other sections - if smaller sections wanted to affiliate with SNAP to raise awareness about their specialization that would be fine, but I feel like SNAP is too overarching and covering everything to merge without things becoming overwhelming for those running the steering committee.

**QUESTIONS FOR COUNCIL**

None

## Visual Materials Section

Council Liaison: Melissa Gonzales / Dominique Luster

Report Submitted by: Patrick Cullom

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Patrick Cullom	8/1/2020	9/1/2021
Vice Chair / Chair-Elect	Alexis Peregoy	8/15/2020	9/1/2021
Immediate Past Chair	Mary Alice Harper	8/1/2020	9/1/2021
Member-at-Large	Alison Anderson	8/15/2019	9/1/2021
Member-at-Large	Lilli Keane	8/15/2019	9/1/2022
Representative	Ashley Levine	11/16/2018	9/1/2022
Member-at-Large	Renee Neely	8/15/2020	9/1/2023
Newsletter Editor	Elizabeth Gadelha	8/16/2020	9/1/2022
Web Liaison	Alan Renga	5/12/2015	9/1/2022
Council Liaison	Melissa Gonzales	8/18/2018	9/1/2021
Council Liaison	Dominique Luster	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** Creation of new site for VMS SAA Visual Materials Section Newsletter and Blog: "Views" (<https://saavmsblog.wixsite.com/views>) Section meeting: July 19, 2021

**Ongoing:** Increase outreach efforts to contributions from members to Views site. Increase outreach and conversations with members overall Discussions surrounding creating more equitable and inclusive description.

**New:** Form a working group with Metadata For Digital Objects Section to discuss descriptive practices/standards for digital/digitized visual materials (with an emphasis on problematic "legacy" descriptive practices and offensive terminology) Form an Elections Working Group to look at current VMS leadership roles, terms, structure, etc...

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

New version of "Views" has enhanced space for promoting projects and themes that advocate for the profession.

#### Goal 2: Enhancing Professional Growth

Discussions started at Section Meeting in July show there is much interest in reparative work on description as well as discussion of approaching problematic and offensive "legacy" description/descriptive practices present in many archival collections.

### **Goal 3: Advancing the Field**

The content presented/discussed on the Views site has the potential to appeal to a broader audience than just visual archives section members.

### **Goal 4: Meeting Members Needs**

This past year not been the most responsive year for our section to our group. Members have indicated they would like more activities and opportunities for discussion and educational resources related to visual materials.

## **ANNUAL MEETING**

**Number of Attendees:** 64

**Summary of Meeting Activities:** Held joint meeting with Metadata for Digital Objects Section (7/19/21). Each group presented short "business" reports geared towards members in each section. The group then held a series of 15 minute moderated discussion groups that posed a question and allowed participants to submit answers and comments (via Jamboard). The questions used were crafted with input from Section Leadership as well as as some input from member. Utilizing the breakout room feature of Zoom allowed for the meeting to break up (and re-join) after each 15 minute session. The responses from the discussions were captured on a series of Jamboards. The content will be used to help the sections decide what goals for the coming year should be. The topics the Sections discussed included: -Equitable description - Remote Metadata Creation -Collaboration with Colleagues - Pandemic and Processing - Pandemic and Digitization

**Link to Meeting Minutes:**

## **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Very difficult to gauge "energy" of section given the situation we faced with the Pandemic. Was difficult to get responses from members during this time but things seem to be getting better as 2021 moved along. There is a meeting in a few weeks to discuss a Fall meeting to continue some of the discussions started at the Section meeting.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Zoom meetings, conference calls, in-person meetings.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

We found after our joint section meeting with the Metadata for Digital Objects Section that had several things we found could be worked on together. The Visual Materials Cataloging Subcommittee (VMCA) The SAA Audio and Moving Image Section (AMIS)

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Discussions related to remediation of problematic "legacy" descriptive practices and creation of new descriptive practices/standards should include several sections.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

None

### **QUESTIONS FOR COUNCIL**

Nothing pressing. It was a tough year to be Chair. Like all of us, I had bigger plans for last year and COVID happened crushing many of them. This was one I really planned to be different. Our section meeting was a great opportunity to surface some great topics for the coming year. Alexis and Stefanie are both very enthusiastic and will undoubtedly make 2020-2021 a good one for VMS.

## Web Archiving Section

Council Liaison: Ricardo Punzalan / Tonia Sutherland

Report Submitted by: Tori Maches

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Tori Maches	8/15/2020	9/1/2021
Vice Chair / Chair-Elect	Melissa Wertheimer	10/21/2020	8/15/2021
Secretary	Kiera Sullivan	10/21/2020	9/1/2022
Communications Manager	April Feldman	10/21/2020	9/1/2021
Education Coordinator	Ryder Kouba	10/21/2020	9/1/2022
Early-Career Member	Allison Fischbach	10/21/2020	9/1/2021
Council Liaison	Ricardo Punzalan	8/18/2018	9/1/2021
Council Liaison	Tonia Sutherland	7/1/2021	9/1/2024

### ACTIVITIES

**Completed:** Event-based web archiving coffee chat, Accessibility coffee chat (collaboration with Accessibility and Disability Section).

**Ongoing:** Recurring coffee chats, increased blog activity (including guest posts from section membership to spotlight their work), increased Twitter activity.

**New:** To be determined.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

This past year, the WAS advocated for archivists through our outreach activities, both in content and free virtual access. For example, by collaborating with the Accessibility and Disability section, we co-hosted an engaging coffee chat about accessibility and web archiving on May 19, 2021. Dr. Lydia Tang, Immediate Past Chair of A&DS, gave a talk on accessibility tools, accessible web design, and web archiving. In this way, we advocated for the needs of not only archives and archivists, but also our users. Content contributed to our section blog also advocates for archives and archivists, such as “Pitching Web Archiving to your Institution: Where to Begin?” by Andrea Belair.

#### Goal 2: Enhancing Professional Growth

WAS provided opportunities for members to network, compare experiences, and share knowledge. Prime examples include our collaborations with the Electronic Records Section and Accessibility & Disability Section on events and programming.

#### Goal 3: Advancing the Field

The WAS Steering Committee incorporated time for constructive planning and problem-solving

into coffee chats. Also, section members contributed blog posts about their own web archiving projects, including: “Web Archiving Many Voices: Documenting COVID-19 and Marginalized Communities at Arizona State University” by Shannon Walker, University Archivist at Arizona State University and a two-part series “What do you get when you hand a Master’s student a web archiving program?” by Grace Moran from the University of Illinois.

#### **Goal 4: Meeting Members Needs**

Feedback from the previous year’s section meeting indicated that members wanted more information about how archivists with disabilities can be part of the web archiving field. We incorporated this feedback and other comments from members into our planning and programming, such as the co-hosted May 19 coffee chat.

### **ANNUAL MEETING**

**Number of Attendees:** 106 participants

**Summary of Meeting Activities:** Business updates from the Electronic Records Section and Web Archiving Section steering committee chairs, followed by presentations from Eric Hung (Music of Asian America Resource Center) and Stephen Urgola (The American University in Cairo). Eric Hung’s presentation was The Work of an Asian American Research Center during a Wave of Anti-Asian Violence, and Stephen Urgola’s presentation was Web-archiving Egypt’s January 25, 2011 Revolution: Looking Back Ten Years On. A structured question-and-answer session and open question-and-answer session from the chat followed the presentations.

**Link to Meeting Minutes:**

### **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

The section is much more engaged this year - we had two well-attended events, increased our blog activity (including several guest posts from section members), and collaborated with two other sections on programming for a coffee chat and our annual meeting. We’re also making plans to collaborate with another section for next year’s annual meeting. We’re looking forward to even more activity in the next year.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Email/listserv, Zoom.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

Electronic Records Section and Metadata and Digital Objects Section are the closest overlaps. However, web archiving is relevant to so many contexts that there are many further collaboration opportunities (College and University Archivists, Accessibility and Disability, etc.).

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

Born-digital materials

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

Not at this time

### **QUESTIONS FOR COUNCIL**

Not at this time

## Women Archivists Section

Council Liaison: Rachel Winston

Report Submitted by: kYmberly Keeton

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Charmaine Bonner	8/15/2020	10/1/2021
Co-Chair	kYmberly Keeton	11/1/2019	8/15/2022
Immediate Past Chair	Carol Street	8/18/2020	9/1/2021
Steering Committee Member	April Anderson-Zorn	8/15/2019	9/1/2022
Steering Committee Member	Rayna Andrews	8/18/2018	9/1/2021
Steering Committee Member	Cassandra Berman	8/15/2020	9/1/2023
Steering Committee Member	Lynn Cowles	8/15/2020	9/1/2023
Steering Committee Member	Rosemary K. J. Davis	8/15/2019	9/1/2022
Steering Committee Member	Michelle Ganz	8/15/2019	9/1/2022
Steering Committee Member	Anjelica Ruiz	8/15/2019	9/1/2022
Council Liaison	Rachel Winston	7/30/2020	9/1/2023

### ACTIVITIES

**Completed:** 2020 annual section meeting. Introduced new Co-Chair, Charmaine Bonner to section membership.

**Ongoing:** All programming for our section during the pandemic (2020-2021) has been about members taking the initiative to be proactive about their wellness in the workplace.

**New:** The first time in WARs history as a section that there has been two African American women as Co-Chairs.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

I believe that our section did accomplish our goals by providing resources, discussions, and activities for our section to engage with virtually as it pertains to women & equity in the workplace, COVID-19, and DEI.

#### Goal 2: Enhancing Professional Growth

Our 2020 & 2021 section meeting focused on women in the profession self-care in and outside of the workplace.

#### Goal 3: Advancing the Field

This is an area that we did not get to work on due to COVID-19 and the limitations of our communication as it pertains to new work schedules and responsibilities.

#### **Goal 4: Meeting Members Needs**

As leadership for this section, we provided as much as we could with the resources that were available to provide information and safe spaces to collaborate, talk, and be involved with our new line of programming. Our section leadership took the initiative to apply for funding for our guest speakers.

#### **ANNUAL MEETING**

**Number of Attendees:** 110

**Summary of Meeting Activities:** The section responded by attending events that we hosted for the year. We were immensely proud that our section walked away wanting more programs about self-care in the workplace and in one's individual environment.

**Link to Meeting Minutes:**

#### **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

Section members responded by attending events that we hosted for the year. We were immensely proud that our section walked away wanting more programs about self-care in the workplace and in one's individual environment.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Email listserv & Zoom Meetups | Best modes of communication during the pandemic.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?**

WArS functions best as its own group because it is a space that advocates for women to succeed in the profession and life, in general.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

I do not think this is feasible. I believe that WArS should continue to go in the direction that it is going regarding continuing to provide a space for women to be able to discuss and learn about ways in which they can advocate for themselves as professionals.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

From Our Immediate Past Chair... "I think it would be difficult to merge WArS because we need a space that discusses how to ask for a raise or move up in the profession, or just to be

supportive of women in the profession generally. We are a profession of women; however, we still encounter sexism and racism in the workplace. Men still hold a disproportionate amount of the managerial roles in the profession.” - Carol Street, Immediate Past Chair I concur with this statement.

### **QUESTIONS FOR COUNCIL**

No, there are no questions for the council.

## Women's Collection Section

Council Liaison: Mario Ramirez

Report Submitted by: Chloe Pfendler

### 2020-2021 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Enid Ocegueda	8/1/2020	10/1/2021
Co-Chair	Chloe Pfendler	8/1/2020	10/1/2021
Vice Chair / Chair-Elect	Anna Holland	3/15/2021	8/15/2021
Vice Chair / Chair-Elect	Alexandra McGee	9/1/2020	8/15/2021
Council Liaison	Mario Ramirez	7/24/2019	9/1/2022

### ACTIVITIES

**Completed:** -Published over 10 community-submitted blog posts highlighting archival collections about women as part of new blog initiative. -Held an open forum as a way to engage WCS membership and provide a platform for them to get to know WCS leadership - Presented at the Description Section's annual meeting about ways WCS is engaging with inclusive description efforts as a section. -Drafted and designed a new section position (Social Media Liaison)

**Ongoing:** -Continue to highlight archives and collections about women through our blog initiative. -Reading group

**New:** -Over the next term, we will be drafting documentation and guidelines for creating inclusive archival description about women/women's collections. It will be available on our website as a resource for the community, and the Description Section has also expressed interest in linking our guidelines from their own documentation portal.

### STRATEGIC PLAN

#### Goal 1: Advocating for Archives and Archivists

Through our new blog initiative, we have been able to provide a platform for other archivists to highlight work they have done around women's collections (exhibits, processing, etc).

#### Goal 2: Enhancing Professional Growth

Held a panel on our joint annual section meeting with Diverse Sexuality and Genders Section (DSGS) about surfacing stories of women and the LGBTQIA+ community and how access/engagement/outreach have been affected during this unprecedented historical moment.

#### Goal 3: Advancing the Field

Collaborating with the Description Section to create documentation/resources on inclusive description.

#### **Goal 4: Meeting Members Needs**

Hosting quarterly forums to hear directly from our membership; maintaining a safe environment on our listserv; using WCS as a platform to promote archivists working with collections about women.

#### **ANNUAL MEETING**

**Number of Attendees:** 35

**Summary of Meeting Activities:** Joint meeting with DSGS with panel discussion focused on stories of women and the LGBTQIA+ community and how access/engagement/outreach have been affected by recent tumultuous and tragic societal events. Section business discussion in breakout rooms. Panel description: Eirini Melena Karoutsos is a graduate student at Pratt Institute School of Information earning her MSLIS and an Advanced Certification in Archives. She has worked in the book industry for three years and is currently a graduate assistant at Pratt Manhattan Library. Her research is focused in cataloging, metadata, and understanding how marginalized groups are represented in libraries and archives. Additionally, she recently published the chapbook *Nowhere with Derailleur Press. "She Will Be Loved: Digital Spaces at the Lesbian Herstory Archive"* Abstract: How do we create connection through digital environments? This presentations discusses the crossroads of access, restrictions, and queer digital spaces. Jordi Padilla-Delgado works as Records Manager at Lloret de Mar Municipal Archive (SAMLML; Catalonia, Spain). He's also developing some research lines on Sex-Affective & Gender Diversity lost memory at Archival Science & Records Management School, University Autònoma Barcelona (ESAGED-UAB). "LGBTQ+ Memory: Power, Community and Intersectionality in Archives" Abstract: In this presentation we will try to approach various aspects and points of interest about the dialectics that are established between institutional archives and community archives while we are looking for the (lost) LGBTQ+ memory in both.

**Link to Meeting Minutes:**

#### **SELF-ASSESSMENT**

**How would you describe the health or energy of your section? How engaged are your members?**

WCS has admittedly struggled in the past year with member engagement, primarily when it comes to recruiting for leadership positions. WCS is an active section with a good amount of activity and projects directed by leadership, and while members seem happy to attend forums and presentations, or submit blog posts, there is some difficulty getting regular nominations for elections.

**What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**

Listserv, Twitter, section meetings.

**SAA is exploring programming and topical affinities between sections. ([Learn more here.](#))  
Does your section share issues or scope overlap with other sections? If so, which sections?**

WCS shares some overlapping interests with the Diverse Sexuality and Gender Section (DSGS) and we have collaborated with DSGS to hold joint section meetings at SAA for the past three years. Women Archivists Section seems like another possible section with crossover interests, but we haven't worked with them before.

**If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

We feel the best umbrella suited for WCS would be one that explores and highlights collections from underrepresented and marginalized communities such as women, LGBTQ+, ability, rural, etc.

**Do you have any concerns or questions about the potential for your section to merge or affiliate?**

WCS is a small section and we are concerned that our interests may not be well-represented or weighed as strongly as other sections in an umbrella affiliation. We would also prefer that our Section liaison be involved with any merge discussions.

## **QUESTIONS FOR COUNCIL**

Thank you!