



Congressional Papers Section

NEWSLETTER

Society of American Archivists

CPS-SAA 2017 Edition

In This Issue:

Message from the Chair	1-2
CPS Day Recap	1-2
Business Meeting Reports:	
Nominations	3
Electronic Records	3-4
Diversity	4-5
CLA	5-6
Senate	6-7
House	7-8
ACSC	9-11
CSS/CMS White Paper	11

Message from the Chair

By Debbie Davendonis-Todd

I am writing to you all on a crisp, almost-fall day from my office in the W. R. Poage Legislative Library at Baylor University. Actually, strike that, it is still very much summer here in Waco, Texas, even though it is the middle of September. I do believe it is expected to be in mid-90's today, and I am very much missing the cooler temperatures of Portland where SAA provided us the opportunity to gather for our Annual Meeting. It was great fun catching up with colleagues and attending engaging and career-affirming sessions. A highlight for me, naturally, is our pre-conference day and yes, even our business meeting. I continue to be in

(Continued on page 2)

CPS Day Recap

By Danielle Emerling

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

Hope Grebner Bibens, Kris Bronstad, Nathan Gerth, Robin Katz, Marc Levitt, and Heather Smedberg started the day with an overview of instruction in the archival profession, innovative ideas for using congressional archives in the classroom, and lessons learned for improving

(Continued on page 2)



(From the Chair, continued from page 1)

awe of the caliber of folks in our ranks. The committee and task force reports alone demonstrate your commitment to our profession and ongoing efforts to be the best stewards of legislative record that we can be.

To bolster our communication efforts, I present to you the first CPS-SAA Mini Digest. So, if you did not have the opportunity to visit Portland, or you were so absorbed in a CPS session you forgot to take notes, take heart, we have a full report here for you! Please take a moment to get caught up on the work of our dynamic membership.

The big news following CPS Day and the meeting of the Steering Committee is the passage of a new [CPS Strategic Plan](#). Modeled after [SAA's strategic plan](#), this plan captures directions and performance indicators related to our Section's unique role in advocating for archives and archivists, enhancing professional growth, advancing the field, and meeting members' needs. A quick word of thanks to Leigh McWhite and Karen Paul, who led our efforts to build a comprehensive and forward-looking plan. Lastly, please consider how you might help make a difference in this work. Calls for taskforce support and service will be rolling out in the next few months and I would love to have your help.

I will be back later this fall for a full newsletter. Stay tuned for reports from the field, meet our new newsletter editors and steering members, hot topics and more! Please take care and I hope it is more autumnal where you are.

Warmly,
Debbie

(CPS Day, continued from page 1)

interactions with students.

Next, the Diversity Task Force led an engaging session with Marjorie Bryer, Michelle Caswell, Danielle Russell, and Katrina Vandeven about collecting political activism. The panelists raised important issues and questions facing the profession about social movements in the archives and collecting and representing the complex and complicated narratives of the past.

After lunch, Alison White led a "speed data" demo session featuring Webrecorder.io, digitization and text analysis tools, and new developments with a tool to access constituent services data. Karen Paul and Leigh McWhite took the pulse of the CPS members in attendance to determine which indicators and objectives to include in the final version of the CPS Strategic Plan, 2017-2020.

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

Thank you to everyone who organized a session, presented, and attended for making this another successful CPS Day!

CPS Business Meeting Reports

Nominations and Elections Committee

Marc Levitt

Votes cast in election: 79

Results:

Hope Bibens elected to Incoming Chair
Shae Rafferty and John Caldwell elected to Steering Committee

A special election will be held in the August/September time frame to fill Hope's now-vacant seat on Steering.

Thanks, it has been a great 7 years with you all!

Electronic Records Committee

Debbie Davendonis-Todd

The Electronic Records Committee (ERC) of the Congressional Papers Section (CPS) provides resources for institutions managing congressional electronic records within their repository. The committee members currently include:

- Elisabeth Butler, United States Senate
- Chad Garrett, University of Arkansas, Little Rock
- Jim Havron, formerly Middle Tennessee State University, now independent consultant for electronic records repositories
- John Caldwell, University of Delaware
- Gregory Wiedeman, University of Albany, SUNY
- Brandon Hirsch, National Archives and Records Administration (ex-officio)

YEAR IN REVIEW

The Committee had a total of 11 conference call meetings from August 2016 to July 2017. ERC Committee member makeup shifted some this past year with the resignation of Erin Wolfe and Nathan Gerth. In response, the ERC put out a call to solicit new members

via the CPS listserv. CPS Steering Committee confirmed two new additions in the Spring: John Caldwell and **Chat** Garrett joined the ERC with three-year terms. The ERC remains an active committee continuing to build out both the ERC blog and module series. Additionally, considerable time and effort was devoted to the development of a hands-on e-record tool session for the 2017 CPS Pre-Conference Day.

BLOG UPDATE

The ERC maintains a WordPress site and in the past year, 10 new blog posts were published including Jim Havron's three-part Cyber Security series, and an ERC summary of the 2017 Association of Centers for the Study of Congress Annual Meeting. A special word of thanks to webmaster Elisabeth Butler for her assistance in maintaining our electronic presence.

ELECTRONIC RECORDS MODULES

The ERC is pleased to report the addition of 5 new modules available through the ERC site. Currently, modules are available in the following issue areas:

- Acquisitions and Accessioning
- Processing
- Description
- Preservation
- Access

They can be downloaded individually or a set. These instructional reports continue to be popular with the CPS members at large. Additions to the Module family include:

- December 2016
 - ◊ *File Transfers Using DataAccessioner* (Module#ERCM006) by Adriane Hanson, University of Georgia. This module uses DataAccessioner to ensure the complete transfer of digital files from removable media to a storage location.
 - ◊ *Configuring and Using Offline Computers for Access* (Module#ERCM010) by Jim Havron, Independent Archival Consultant. This module explains how offline computers can be configured

(Continued on page 4)

(Business Meeting Reports, continued from page 3)

- to ensure secure access for researchers to electronic collections.
- ◇ *File Format Migration Pathways* (Module#ERCM008) by Erin Wolfe, University of Kansas; This module goes through the workflow of converting digital files into preservation formats; also describes the leading preservation formats.
- ◇ *File Fixity Tools* (Module#ERCM009) by Elisabeth Butler, Senate Historical Office and Katie Delacenserie, Senate Committee on Homeland Security and Governmental Affairs. This module defines file fixity and describes and compares some well-known file fixity tools.
- June 2017
 - ◇ *Electronic Records Storage Requirements* (Module#ERCM012) by Jim Havron, Independent Archival Consultant. This module lays out various considerations related to the implementation of a storage solution for electronic records.
 - ◇ *Introduction to Google Drive* (Module#ERCM013) by Jim Havron, Independent Archival Consultant. This module is a “getting started” guide to Google Drive as an access and collaboration tool for digital materials.

CPS PRE-CONFERENCE DAY SESSION
Drawing on resources from SAA’s Electronic Records Section’s (ERS) Archivist Bootcamp for Born-Digital Records, ERS and ERC member, Greg Widemann led the planning for the ERC’s hands-on session at the 2017 Pre-Conference Day. ERC newcomer John Caldwell assisted with the day of execution and panel coordinator. He was joined by Danielle Emerling, Alison White, Nathan Gerth, and Katie Delacenserie. The session titled, “Hands-On Introduction to Born-Digital Processing,” builds on the popularity of the ERC modules by bringing a number of digital preservation tools to life. The session featured demonstrations of Bag It/Bagger, DataAccessioner, Bulk Extractor, and a timestamp analyzer—which cover such needs as packaging

materials together for ingest, checksums generation, file migration, PII identification, and metadata preservation. The session premise featured the case of the Retiring Senator and moderators began with a preservation tool overview and demonstration. Following this, audience members had a chance to try the tools individually or in a group, with supplied data sets, assisted by local CPS experts.

OTHER PROJECTS

The Committee submitted a review of the technology aspects of the CPS Strategic plan.

In closing, I would like to again thank the ERC members and our committee friends for their time and talents.

Diversity Task Force

Natalie Bond

The Diversity Task Force was primarily tasked this year with organizing and facilitating a diversity-related panel for the CPS Pre-conference. The Diversity Task Force met twice via teleconference, and did the majority of our planning via email. Our panel was titled “Collecting Political Activism: Diversity and Archives in a Post-Factual World”, and focused on the interrogation of diversity in archival practice through the context of political activism. Our intent was to critically examine, via speakers and group discussion, how archivists can leverage the power of political and Congressional collections that we hold in our custody to inform current post-election/post-factual conversations and movements. We invited Danielle Russell and Katrina Vandeven, co-facilitators of the Women’s March on Washington Archives Project; Marjorie Bryer from UC Berkeley’s Bancroft Library; and Dr. Michelle Caswell from UCLA to speak on the panel.

The Diversity Task Force welcomed Amy Fitch as a new member in July 2016, and Janet Bunde rotated off of the Task Force in August 2016. Currently the Task Force includes Natalie Bond, Amy Fitch, and Tammi Kim, although Tammi Kim will also be leaving after

(Continued on page 5)

(Business Meeting Reports, continued from page 4)

three years of service. We will be putting out a call for new members this fall.

Center for Legislative Archives

Merrily Harris

NARA's Center for Legislative Archives supports the current business of Congress by providing records return and related services to House and Senate committees and congressional administrators. The Center also provides archival services and programs to support researchers' use of the records and creates educational materials and programs based on the records of Congress to advance public understanding of Congress and representative government more generally.

The National Archives is continuing to work with the Government Publishing Office (GPO) to establish new storage space at a GPO building close to the Capitol. This space will be used to store House and Senate records and should be ready for occupancy in the fall of 2018. The Center currently holds over 233,000 cubic feet of textual records, including House and Senate records and records created by legislative branch organizations.

The Center has completed its tech refresh of the Congressional Records Instance of the Electronic Records Archives, increasing its storage capacity to 385 Terabytes of storage. Our current volume of electronic holdings is 175 Terabytes of electronic records, including House and Senate records, commission records, and congressional web harvest data.

This spring the Center completed its sixth capture of congressional websites. This year's web archiving work began in September 2016 and continued through the Inauguration on January 20, 2017. Partnering with the Internet Archive, the Center preserved over 151 million URLs (i.e., unique pages) totaling over 45 Terabytes of uncompressed web data. This volume of data more than doubles the volume captured in the previous web archive for the 113th Congress, which, in turn, doubled the amount of data captured for the 112th Con-

gress. The Congressional Web Archive holdings now total approximately 34% of the Center's electronic records holdings.

The Center also recently reached a major milestone in its Legislative Enhanced Archival Description (LEAD) project. All open records from the first 96 Congresses (1789-1980) have been described in the National Archives Catalog (<https://catalog.archives.gov/>). Next, the Center will describe open records from the 97th Congress and beyond. In addition, the Center continues to contribute to the National Archives agency-wide initiative to describe all records at the series level. To date, 98% of House and 100% of Senate textual record descriptions are at that level.

Reference activities at the Center continue to be brisk. A diverse group of researchers, ranging from renowned scholars to students using archival materials for the first time, explored a wide range of topics at the Center. Many researchers investigated the history of specific legislation or the evolution of policy more broadly. We continue to see strong interest in transnational or comparative topics, congressional investigations, and legislation related to current policy debates.

In April, the Center co-hosted its second Wikipedia Edit-a-Thon in partnership with Wikimedia DC and the Law Library of Congress. The topic was congressional committees and hearings, and the event drew over 60 attendees, some in person and others collaborating online. Fifty-eight articles were edited and 5 new articles were created, totaling 187 edits with over 7,000 words added to Wikipedia.

On the digital outreach front, a Spanish language version of *Representing Congress*, the Center's eBook featuring cartoons by Clifford K. Berryman, has recently been completed by the Florida Joint Center for Citizenship and the Lou Frey Institute for Politics and Government at the University of Central Florida. In addition, Center staff have been developing a new eBook entitled *America and the World* that uses Berryman cartoons to illustrate the evolution of United States foreign policy from

(Continued on page 6)

(Business Meeting Reports, continued from page 5)
1898 to 1940.

U.S. Senate Karen Paul

SENATORS' RECORDS

Closing Offices

- Eight Senator's offices closed at the end of the 114th Congress and we are pleased that seven members elected to preserve their records in an archival repository. Our handbook, *Preserving Senate History: Closing a Senator's Office*, details steps involved in preserving a legacy collection. We think that being able to see the scope of the job has inspired retiring members, especially those who have served for a while, to hire professional archival assistance. Five did so.
- In conjunction with the Senate Sergeant at Arms, we created a final countdown "to do" list with accompanying request forms to streamline what is a fairly complex process. We emphasized setting aside enough time for digital archiving recommending that offices begin the process around December 1st.

New Offices

- All new members received a handbook, *The Senate: The First 60 Days*, which gives records management and other setting-up advice to new offices.
- We held a seminar for New Members entitled, *New Senator's Office Records Management: Best Practices*.
- We are meeting with them individually to present our *Office Archives Toolkit*, now in its 7th edition. Our goal is to provide practical hands-on advice that can be applied incrementally as a new office establishes a routine.

All Offices

- Led a Brown Bag discussion on the topic of *Spotlight on Senator's Office Records Management and Archives*.
- Working with Senator McCaskill's Counsel, we developed a new *Senator's Office Records Management and Archiving*

Plan that incorporates our recommendations and best practices advice from our *Senator's Office Archives Toolkit*. This is available to other Senators offices.

- We held an *Archives and Records Management* video seminar for State Offices.

OUTREACH TO THE SENATE COMMUNITY

- On September 16, 2016, our office celebrated Constitution Day with an event entitled, "A More Important Duty: Standing Committees and the Senate's Constitutional Powers and Responsibilities." Working in collaboration with the committee archivists and the Center for Legislative Archives, Senate historians offered historical context and teamed up with Senate archivists to present archival exhibits that explored important moments in the history of four major committees. The commerce committee, finance, foreign relations, and judiciary.
- We celebrated Congress Week, April 1-7, 2017 with a talk by Associate Historian Kate Scott on the Reconstruction Act of 1867 incorporating records from the Senate collection. We also developed a CR statement for Senate Leader McConnell urging fellow members to preserve the records of their service.

COMMITTEE RECORDS PRESERVATION

Since June 2016 we have transferred 22.4 TB and 1163 Cu. Ft. of records to the Center for Legislative Archives. For electronic records transfers, Deputy Archivist Elisabeth Butler and committee archivists create directory lists and run format ID and file fixity checks on the digital accessions prior to their transfer to the Center. This also is recommended for closing members offices together with the creation of staff debriefing records to enhance the metadata for staff records.

FUTURE PROJECTS

We have begun to work on what we are planning to be a multi-module training program covering basic archiving principles, procedures and records management for Senate

(Continued on page 7)

(Business Meeting Reports, continued from page 6)

staff including staff directors, office managers, archivists, systems administrators, and legislative staff. We have developed an initial script and PowerPoint for what would be a first module, a basic briefing entitled, "Introduction to Senate Archives: What Staff Need to Know." Modules for acquisition and appraisal, and accessioning, arrangement, and description also are planned. We envision the full training suite to be a certificate course.

SOCIAL MEDIA ARCHIVING

At the end of each Congress, committees and retiring members are advised to capture their social media records. Deputy Archivist Alison White works with committees and members offices on archiving these materials. Based on information gathered at the end of the 114th Congress, we determined that those offices that are using one of the Senate approved vendors are receiving a better and more complete final product. Currently NARA accepts Web ARChive files (WARC files) which is the preferred format for web-accessible content in the archived state. We are suggesting that offices collect these WARC files in addition to content and metadata files in PDF, text, html, and xml.

TECHNOLOGY ASSESSMENT GROUP PARTICIPATION

Deputy Archivist White is participating in two Sergeant at Arms Technology Assessment Group working groups; one is developing a digital asset management system for Senate offices to assist with photo and video management. The other is looking at electronic communication platforms for project management. This is to ensure that any new platforms selected will allow the records to be archived.

SUMMARY

While I believe that we are doing what is necessary to encourage the preservation of congressional documentation, there are always new challenges on the horizon. The hacking of DNC systems last year and the continuing appearance of new cybersecurity breaches, has caused a backlash against archival efforts to preserve electronic communications, and this just as confidences were strengthening. Need-

less to say, a whole new layer of complications has been added to the already daunting challenges posed by changing technologies and proprietary formats.

U.S. House of Representatives

Robin Reeder

Since our last CPR meeting in August 2016:

Archival Services:

We'll be sending the records of the 113th Congress off to NARA early next year.

Special Projects:

ACRC – 2 meetings in December and June.

We closed out the 114th Congress, and started our work for the 115th Congress. Part of our normal start to a Congress includes working with the Clerk to send letters offering archival consultations to new Members and returning Members who have never had a consultation, as well as letters to the committee chairs asking for records access authorization sheets and offering records management advice. Also part of our tasks for the beginning of a Congress includes collecting the Speaker election tally sheet, the certificates of election, and the oaths of office. We request photographs from new Members and those who have not previously provided images, to update the online Biographical Directory of Congress. We have received 72 images so far this Congress and added these photos.

Heather Bourk worked on coordinating transfer of the records to be moved to temporary storage space at the Washington National Records Center. The records will remain there until the space at the Government Publishing Office is renovated. Heather is working on inventorying the House Photography Studio collection to prepare for their transfer to NARA's Still Pictures in the fall. There are approximately 250 FRCs of images and negatives documenting House Members and events. Heather completed the transfer of records from the Select Committee on Benghazi with the receipt of 22 gigabytes of electronic

(Continued on page 8)

(Business Meeting Reports, continued from page 7)

records, in addition to the 260 boxes of textual records already transferred. Currently, she's working on processing electronic records received during the 113th Congress and in orphan records for transfer with the textual records later this year.

Michelle Strizever has been working with the House Historian's Office to find additional images for the Women in Congress ebook. This edition will have 94 new images, most of which are from the House Collection. She also is working with the Historian's Office on researching images and writing captions for the upcoming *Asian and Pacific Islander Americans in Congress* publication. Along with Alison Trulock and Stephanie Grimes, Michelle presented on a panel about Records Search at the Society for History in the Federal Government conference, which took place at the National Archives. Michelle discussed the details of digital asset management for Records Search files, and explained how they are added to the website. She also gave a talk at the Society for Textual Scholarship conference, which took place at the Maryland Institute for Technology in the Humanities, to introduce Records Search to other researchers and scholars. Michelle worked with an intern in the House Historian's Office, who assisted with Records Search research and writing, and helped Michelle do a full inventory of the photo collection. To promote photographs from the House Collection, they crafted a month-long Twitter campaign that showed a detail from a photo, asked users to guess which photo it was, and then tweeted out the full photo a few minutes later. The campaign doubled the usual rate of user engagement with the @USHouseHistory Twitter account.

Alison Trulock completed archival research and wrote content for the digital and physical exhibits on Jeannette Rankin that launched in March. She also worked on locating archival documents for the upcoming Minorities in Congress publication on Asian and Pacific Islanders in Congress. As I mentioned earlier, she chaired and presented a panel on Records Search at the annual meeting of the Society for History in the Federal Government with

Michelle and Stephanie. She and Stephanie also demonstrated Records Search in the Exhibit Hall at the annual conference of Museums and the Web in Cleveland, Ohio. They also wrote a paper for the conference that is available online. Alison served as a National History Judge for the nationals on June 12 and 13, judging websites and exhibits in the junior and senior divisions, respectively. Finally, Alison was selected to serve a four-year term on the editorial board for *American Archivist*, which starts this July. Currently, Alison is working on coordinating and preparing for the upcoming transfer of the 113th Congress to NARA. She has also been busy overseeing the continued development of our records search project we introduced at the last meeting. I would now like to let you all hear from Alison about the updates to the database since then.

October 5th was #AskAnArchivist Day. Heather Bourk, Michelle Strizever, and I participated with the Historian's Office – we answered 16 tweets on archival topics and highlighted the new “Records Search” on the History, Art & Archives website. We provided answers and pointed to documents on the Park Service, certificates of election, and we used the documents to talk about preservation and access, digitization, good documents for teachers to use, and our favorite documents.

Association of Centers for the Study of Congress

Jay Wyatt, delivered by Karen Paul

The past year has once again been a busy and fruitful one for the ACSC.

LEADERSHIP

In April, Jay Wyatt (Robert C. Byrd Center for Congressional History and Education, Shepherd University) and Betsy Pittman (Thomas J. Dodd Research Center, UCONN) were elected to second terms as ACSC President and Vice President. Blynn Olivier (University of West Georgia) was elected Secretary. She replaces Dorothy Walker, who served in as Secretary with distinction for the previous four years. Danielle Emerling (West

(Continued on page 9)

(Business Meeting Reports, continued from page 8)

Virginia & Regional History Center, WVU) continues as ACSC treasurer.

Frank Mackaman (Dirksen Congressional Center), Karen Paul (US Senate Historical Office), Robin Reeder (US House Office of Art and Archives), Richard Hunt (Center for Legislative Archives), Debbie Davendonis-Todd (W.R. Poage Legislative Library, Baylor), Nathan Gerth (Carl Albert Center, OU), and Lori Schwartz (Dr. C.C. & Mabel L. Criss Library, Nebraska Omaha) also retained positions on the ACSC Executive Committee.

MEMBERSHIP

ACSC membership continued to grow in 2016-2017. We recently welcomed Johns Hopkins University's Sheridan Libraries and University Museums as a new Institutional Supporting Member as well as new individual members, Allida Black of the Allenswood Group, LLC and Kimberly Peach of the Congressman Charles B. Rangel Center for Public Service.

ACSC now includes 41 Institutional Supporting and Institutional Members and 19 Individual Members.

Under the leadership of Hope Grebner, Drake University Library, the ACSC's membership committee has refined the organization's recruiting efforts.

2017 ANNUAL MEETING

ACSC held its annual meeting at the Library of Congress from May 10-12th. This year's theme, "Centers for the Study of Congress: Connecting and Communicating" was explored through 12 panel discussions. Meeting highlights included a conversation between Senate Majority Leader Mitch McConnell (R-KY) and McConnell Center Archivist Deborah Skaggs Speth; an interview with former Rep. Barney Frank and his long-serving Chief of Staff Peter Kovar; and a keynote by Dr. Colleen Shogan, Deputy Director of the Library of Congress National and International Outreach.

Other panels explored LOC Manuscript Division procedures and techniques for processing

textual and born-digital collections, how congressional collections are being used for educational and scholarly purposes, experiments with new forms of use and access to existing archival resources, how to link collection finding aids to existing Wikipedia articles, and an overview of the Library of Congress' involvement in a range of digital preservation initiatives.

RESEARCH GRANT AWARDS

From May 2016-May 2017, the ACSC awarded \$2,500 in grant money as part of our Grants for Research in Congressional Collections program. Grants were awarded to:

- Jonathan Bartho, PhD candidate, University College London's Institute of the Americas "Examining the evolution of the Republican Party through the career of Senator Bob Dole." Robert J. Dole Institute of Politics at the University of Kansas.
- Todd Bennett, Associate Professor, Department of History, East Carolina University "Imagination Unlimited" [congressional "undersight" of the intelligence community, pre-1975], The Richard B. Russell Library for Political Research and Studies.
- Hayden McDaniel, PhD candidate, Department of History, University of Southern Mississippi, "From Carver to Carter: The Political Economy of Peanut Cultivation in the South," The Richard B. Russell Library for Political Research and Studies.
- Michael Bobelian, Adjunct Professor, City University of New York (Baruch College), "Congress and the Supreme Court, 1953-1971," Indiana University Libraries, Modern Political Papers.
- Caitlin Rathe, Ph.D. candidate in the history of public policy, University of California, Santa Barbara, "Food Assistance Policies and the Transformation of the Public/Private Welfare State in the U.S. and Britain, 1972-1988," The Robert J. Dole Institute of Politics at the University of Kansas.

(Continued on page 10)

(Business Meeting Reports, continued from page 9)

In May, the ACSC Executive Committee voted to award up to \$3,500 in Grants for Research in Congressional Collections in 2016. Each grant has an award cap of \$500. More information can be found on the ACSC website (www.congresscenters.org) We're excited to continue supporting and promoting this work.

TRAVEL AWARDS

In the spring of 2017, committee members advertised ACSC's Smock Fellowship and CPR Scholarship on national, regional and local listservs. The Committee selected Samantha Sauer as the recipient of the 2017 Raymond W. Smock Fellowship, which provides \$1000 total for one or two ACSC members to attend their inaugural ACSC annual meeting. Ms. Sauer is starting her second year as Curator of the Paul Findley Congressional Office Museum, Archivist of the Khalaf Al Habtoor Archives (where Congressman Findley's papers are primarily stored) and Assistant Professor of History at Illinois College.

The CPS pre-conference scholarship was awarded to Lauren VanDenBerg, Archivist for the Congressman Barney Frank Archive at the University of Massachusetts Dartmouth.

COMMUNICATIONS

Led by Nathan Gerth and Hope Grebner, the ACSC Communications Committee continued refining our social media strategy, which has resulted in improved metrics. You can now stay up to date with our activities by following us on Twitter, Tumblr, and Facebook.

THE GREAT SOCIETY DIGITAL EXHIBIT

The ACSC Digital Exhibit Task Force finished work on The Great Society Congress, a collaborative digital exhibition highlighting the many achievements of the 89th United States Congress, launched in December 2016. Among the final features added are profiles of the Freedom of Information Act, the National Traffic and Motor Vehicle Safety Act, and the Fair Labeling and Packaging Act. Also added, was a full lesson plan for grades 6-12 educators developed in collaboration with Charles Flanagan of NARA's Center for Legislative

Archives. Titled "Congress, The Great Society, in the 1960s, and Today," the lesson enables students to develop research, critical thinking, and historical analysis skills by exploring the exhibit and engaging in collaborative research, analysis, and discussion.

En toto, The Great Society Congress now includes nearly 450 primary source documents submitted by 19 ACSC member institutions. Since its launch in April 2015, more than 16,500 users have generated 47,000 page views during 22,000 individual visits to The Great Society Congress exhibit.

The task force also composed a feature essay about The Great Society Congress for the 2018 National History Day Theme Book. The theme book will be distributed to thousands of grade 6-12 educators across the country in print and digital format through the 2017-2018 academic year.

KETTERING PROJECT

Sheryl Vogt and the members of the ACSC-Kettering Foundation Task Force finalized the "Divided State of America: How Can We Get Work Done Even When We Disagree?" issues guide, which explores different approaches by which Americans can accomplish the tasks needed to live in a civil and productive society even when we disagree. Copies of *A Discussion Guide for Community Dialogue* and support materials—*A Guide for Forum Conveners and Moderators* and a "starter" DVD for community dialogue are available for free download and order via the ACSC web site under Resources.

The ACSC Executive Committee approved use of the money to offer one or more workshops on moderating and convening forums as well as small grants to member institutions for conducting deliberative forums as part of their programming.

CONGRESS WEEK

ACSC members celebrated Congress Week from April 1-7. This year's theme focused on the Powers of Congress. Jody Brumage, Archivist at the Robert C. Byrd Center for Con-

(Continued on page 11)

(Business Meeting Reports, continued from page 10)

gressional History and Education, rebuilt the Congress Week website (www.congressweek.org). The new site is much more interactive and features improved navigability. The new website features a new essay by Ray Smock, Director of the Byrd Center, titled “The Powers of Congress” and updated resources and events pages. The Congress Week team continues to focus on broadening its audiences. In support of these efforts, Senate Majority Leader Mitch McConnell read a statement on the Senate floor on April 5, 2017, highlighting Congress Week, the work of the ACSC, and encouraging fellow senators to preserve their Senate papers collections.

2018 ANNUAL MEETING

Finally, we’re very excited to announce that next year’s ACSC Annual Meeting will be held at the Robert J. Dole Institute of Politics at the University of Kansas from Wed., April 25 to Fri., April 27. The Dole Institute’s Audrey McKanna Coleman, Assistant Director and Senior Archivist, and Sarah D’Antonio Gard, Archivist will Chair this year’s program committee.

CONCLUSION

ACSC is a fabulous organization and well worth the \$500 annual fee for institutional membership. The annual conferences are stimulating and informative (and fun!) while the fellowships and available grants contribute to making membership a bargain. It is unique in bringing together archivists, scholars, teachers, and members of Congress in one meeting and has done substantial work to raise the profile and advocate for the importance of preserving the records of Congress and making them available. You can learn more about ACSC, its mission, and how to become a member at www.congresscenters.org.

Discussion of CSS/CMS Task Force White Paper

Danielle Emerling

BACKGROUND

The Congressional Papers Section Steering Committee formed the Constituent Services Systems/Constituent Management Systems Task Force in August 2016. The Task Force was charged with reporting on the history and current state of CSS data and to make recommendations for archiving and accessing exported data. Members of the 2016-2017 Task Force included Hope Grebner Bibens, Natalie Bond, John Caldwell, Danielle Emerling (chair), and Alison White.

CSS/CMS REPORT

The Task Force is completing a draft report on archiving CSS/CMS data that includes background on the issue, system vendor and lifecycle information, a survey of repository efforts to archive and access data, research potential for data, and recommendations. The Task Force plans to release the report before the end of 2017.

CSS TOOL DEMO

In October 2016, the Task Force received a demonstration of a CSS access tool developed by the West Virginia University Libraries and provided feedback to developers.

NHPRC MAJOR INITIATIVES GRANT

During December 2016 and early January 2017, the Task Force provided feedback on an NHPRC grant application to collaboratively develop a CSS access tool between West Virginia University Libraries, the University of Nevada Reno Library, and Drake University Library. The grant was unsuccessful.