

## September RMS Steering Committee Meeting September 12, 2019

Here are some updates on our work:

- We want to encourage submissions of RM-related proposals for the 2020 SAA annual meeting.
  - The call for program proposals for the 2020 annual meeting in Chicago is out. You can find it at <https://www2.archivists.org/am2020/program/call-for-program-proposals>. There are several elements of the conference theme that are conducive to records management proposals, including:
    - We ensure that the records of our public institutions are preserved and accessible to promote accountability, transparency, and civic engagement.
    - We spark innovation across disciplines and professions by establishing new partnerships, alliances, and collaborative communities that challenge tradition and invite experimentation.
    - As digital records and new forms of historical documentation proliferate in the archival landscape, we explore new techniques for carrying out our work, and pioneer the use of new systems and tools that we build and sustain.
  - Here are our suggestions:
    - We've set up a [Google spreadsheet](#) to focus on RM-related proposals.
    - The program committee has posted a [Google spreadsheet](#) where session proposers can seek to find like-minded presenters. Keep an eye on this list and see if there's a topic with a broader focus that could benefit from the addition of a records management perspective.
    - The steering committee would be happy to host telephone conference calls to help proposers coordinate their ideas.
    - The steering committee would be happy to serve as mentors and review draft submissions.
    - After presenting at SAA 2018, I pulled together a brief write-up of lessons learned about submitting proposals and presenting sessions, which you can read [here](#).
- We're considering hosting occasional conference calls -- possibly to discuss in more depth issues that are raised on the listserv or to discuss a chosen timely/relevant topic.
- Elizabeth Carron will follow up on her focus on [advocacy and RM](#).
- We're going to update [our microsite](#) to make it more user-friendly.
- We want to develop a toolkit or zine to be a primer on RM.
- We're interested in investigating the intersections between archives and RM.
- Our June survey produced a lot of requests for work in the realm of RM education, so we'd like to accomplish some of the following:
  - RIM certification through SAA
  - resources for students/early career professionals
  - prep support/mentorship program/tips & tricks for studying for/taking CRM exams
  - training webinars, one-on-one mentoring
  - professional development opportunities for accidental records managers
  - continuing ed for more experienced members

- RM for archivists
- The survey also included a lot of interest in electronic records and RM:
  - legacy data management/migrating digital assets
  - defensible deletion
  - managing email
  - evolving paper-based practices to address e-recs
  - \*-as-a-service
  - Office 365 governance
  - appraisal