

Society of American Archivists

Membership Committee Annual Report for 2019

Prepared by Michelle Sweetser, outgoing Chair

BACKGROUND

Per the Membership Committee's Council-approved guidelines, the Chair must submit an annual report to the Council by December 31.

REPORT

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Section I: Summary of Annual Meeting and 2018-2019 Activities

1. Annual Meeting, Austin, TX

The committee met on August 2, 2019 with six members in attendance. Also in attendance were the Council liaison to the committee, the incoming SAA Vice President, a member of the Key Contacts subcommittee, and one guest.

SAA Council Member and Liaison Steven Booth gave an update on Council activities, primarily focusing on some of the actions that have been taken to make the Annual Meeting a more inclusive experience. Incoming Vice President Rachel Vagts provided a summary of membership statistics in the absence of SAA staff members.

Committee Chair Michelle Sweetser welcomed (in absentia) newly appointed committee members Maggie Hoffman, Natalie Johnson, and Lydia Tang. Committee assignments for the coming year are as follows.

Chair – Gabrielle Spiers (2020)

Vice Chair / Chair Elect – Jennifer Motszko (2021)

Key Contacts – Tamar Zeffren (2020), Natalie Johnson (2022)

Mentoring – Alison Clemens (2020), Lydia Tang (2022)

Career Development – Brittany Newberry (2021), Maggie Hoffman (2022)

Navigators – Devhra BennettJones (2021)

The committee reviewed the activities of each subcommittee, made note of the annual meeting events and service programs sponsored by the Membership Committee, and encouraged attendance at these events. The committee also held brief discussion on membership trends. Draft minutes of

the meeting are attached as Appendix A.

2. Activities in 2018-2019

The committee held one conference call on December 17, 2018 and conducted the majority of its business through email. The chair and vice chair held occasional phone calls to discuss topics such as new member appointments and subcommittee leadership assignments.

Section II: Subcommittee Reports

Subcommittee Program Reports for 2018-2019: 1. Key Contact Program, 2. Mentoring Program, 3. Career Development Subcommittee, 4. Navigator Program.

1. Key Contacts Subcommittee

Co-chairs Karen Spicher, Tamar Zeffren and Brigette C. Kamsler

Program Summary

The Key Contact Subcommittee is a unit of the Society of American Archivists Membership Committee. It is normally comprised of 2 co-chairs and 11 District Representatives overseeing geographic regions covering the United States and international countries. The Representatives work with 68 appointed Key Contacts to reach out to SAA's membership in greeting and welcoming new members, promoting the value of SAA's services, and periodically offering information on various archival resources.

Activities in 2018-2019

- Reviewed membership on email distribution lists and worked with SAA to ensure that distribution lists were up-to-date and include current active volunteers.
- Rewrote and edited the Co-Chairs manual.
- Reviewed microsite content and organization, and started revision.
- Engaged with other areas of SAA including the Membership Committee and SNAP. Plan to engage further with groups at Annual Meeting in Austin.
- Worked with SAA and those in the Subcommittee to understand what is most useful to include when contacting new members. The format of quarterly lists of new members provided by SAA staff changed multiple times due to our requests as well as a change in SAA's system.

Vacancies filled: all positions filled for 2018-2019

- Massachusetts; Rhode Island; Indiana; Kentucky; Wisconsin; Michigan; Ohio; North Dakota; South Dakota; North Carolina; Texas
- Contacted 797 individuals (member join date: July 1, 2018-April 30, 2019)
- We will not receive the May-June 2019 membership report before the Annual

Meeting

Bi-Monthly Membership Report, 2018 – 2019

| Year | Months | New Members Added |
|------|---------------------|-------------------|
| 2018 | July-August | 165 |
| 2018 | September - October | 195 |
| 2018 | November - December | 81 |
| 2019 | January - February | 198 |
| 2019 | March - April | 158 |
| | TOTAL | 797 |

Current Vacancies

- New Co-Chair that will be appointed by the Membership Committee to join Tamar
- Many people's terms are expiring in the following districts. Need to see if the people can serve a second term or if they are completing their second.
- Suggest staggering vacancies to reduce need to fill so many positions at one time.
- District 3
 - District Rep - DE, DC, MD, VA, WV
 - Key Contact - Delaware
- District 4
 - Key Contact - Alabama
 - Key Contact - Florida
- District 5
 - Key Contact - Illinois
 - Key Contact - Indiana
 - Key Contact - Wisconsin
 - Key Contact - Kentucky
- District 6
 - District Rep (MN, IA, MO, KS, NE, SD, ND)
 - Key Contact - Minnesota
- District 7
 - Key Contact - Arkansas
 - Key Contact - Louisiana
 - Key Contact - New Mexico
- District 8

- Key Contact - Colorado
- District 9
 - Key Contact - Montana
 - Key Contact - Washington
- District 11
 - District Rep - Int'l, Puerto Rico, US Territories
 - Key Contact - Canada, AB, BC, MB, SK

Business for 2019-2020

- Fill open district representative and key contact roles
- Continue the work on the Microsite
- Roll out the new Manual
- Follow the Records Retention policy
- Continue to monitor the Key Contacts/District Reps list
- Identify other SAA partners to help conduct outreach to fill roles and raise visibility of Key Contacts function

2. Mentoring Program

Co-chairs Alison Clemens and Jennifer Motszko

Mentoring Program Administration

The Mentoring Program Subcommittee administers the SAA Mentoring Program. The Mentoring Program is designed to bring together SAA members with shared professional interests. The program's goal is to cultivate career development and communication between members with areas of expertise and members who want to build their knowledge within those areas.

The following members are rotating off the Mentoring Program Subcommittee on August 31, 2019

- Jennifer Motszko, Co-Chair
- Greg Bailey, Member
- Christine Engels, Member

Lydia Tang, SAA Membership Committee member, joined the Mentoring Subcommittee as Co-Chair in August 2019. Alison Clemens will continue to serve as Co-Chair.

Mentoring Program Subcommittee Co-Chairs are working to recruit two SAA members for two-year Subcommittee terms beginning Fall 2019.

As of August 22, 2019, 769 Protégés and 723 Mentors have participated in the SAA Mentoring Program.

As of August 22, 2019 there were 6 Protégés waiting to be matched with Mentors, and 9 Mentors waiting to be matched with Protégés.

Subcommittee activities:

- Reviewed and updated the Protégés and Mentors database to identify matches and manage information about participants;
- Worked with Mentors whose Protégés were unresponsive on reassignment;
- Requested that the committee members conduct a six-month check-in from the month that they were the Monthly Matching Coordinator with matched Protégés and Mentors. Note that committee members complied to varying degrees;
- Contacted Mentors from recently “expired” matches to inquire about their interest in another Protégé match;
- Created Mentoring Program Tip Sheet, posted Tip Sheet to SAA website, and added Tip Sheet as resource to matching email templates;
- Edited SAA Mentoring Program website to emphasize that the program is open to all participants and not just students and new professionals;
- Submitted calls to SAA membership for Mentors, including program announcements for SAA’s “In the Loop” newsletter;
- Worked with Matt Black of SAA on database issues, particularly pertaining to the upcoming sunseting of Google Fusion Tables in December 2019;
- Met virtually as a Subcommittee five times, on October 29, 2018; December 6, 2018; January 7, 2019; March 14, 2019; and May 21, 2019;
- The Co-Chairs contacted each other by telephone as needed for committee planning activities;
- The Membership Committee meeting was held Friday, August 2 from 10:00 a.m.–12:00 p.m.;
- The Mentoring Program Subcommittee meeting was held Friday, August 2, 12:00 p.m.–1:00 p.m.;
- The Mentoring Program Meet and Greet was held Sunday, August 4, 10:00 a.m.–10:30 a.m., and Subcommittee Co-Chairs advertised the Meet and Greet to current program participants for the first time.

Issues of Note:

- The Google Fusion Tables database (which manages application materials and matches) will be sunsetted by Google in early December 2019. The Co-Chairs are working with Matt Black from SAA to determine an alternative management system for the applications and matches;
- Database permissions will be revoked for committee members that are rotating off on August 31, 2019.

Suggestions for Future Actions:

- Continue to foster meaningful mentoring relationships between SAA members by matching Mentors with Protégés and soliciting Mentor volunteers through group listservs and personal networking;

- Continue to promote the program through the “In the Loop” newsletter and on the various listservs;
- Continue to recruit recently expired Mentors to alleviate the surplus of Protégés;
- Consider information that we may wish to collect (or not to collect), with the advent of the new application and matching management tool;
- Consider methods to encourage Mentors and Protégés to be less restrictive in their profile requests. The gender and geographic location requests are causative factors in prolonged intervals between application submissions and Mentor-Protégé matches;

August 2018—July 2019 Mentor—Protégé Applications and Matches

| Month | Mentors | Protégés | Matches |
|----------------|---------|----------|---------|
| August 2018 | 21 | 11 | 16 |
| September 2018 | 8 | 11 | 9 |
| October 2018 | 17 | 15 | 10 |
| November 2018 | 15 | 5 | 14 |
| December 2018 | 2 | 3 | 0 |
| January 2019 | 14 | 14 | 25 |
| February 2019 | 1 | 5 | 1 |
| March 2019 | 6 | 5 | 4 |
| April 2019 | 3 | 8 | 5 |
| May 2019 | 12 | 3 | 4 |
| June 2019 | 4 | 7 | 12 |
| July 2019 | 9 | 6 | 5 |
| TOTAL: | 112 | 93 | 105 |

3. Career Development Subcommittee

Co-chairs Laura Starr and Brittany Newberry

Career Center Subcommittee Membership

Laura Starr, Lead Chair for 2019

Brittany Newberry, Co-Chair for 2019

Maggie Hoffman, Rising Junior Chair for 2019-2020

2019 Career Center Offerings

Based on past experience, the subcommittee decided to keep the hours of the Career Center at the SAA 2019 conference similar to last year. We were open Saturday through Monday from 8:30 AM to 5:30 PM; we were not open on Tuesday. We were closed for the 30 minutes on Sunday when the Career Center was the venue for the Mentoring program meet and greet.

The Career Center again offered resume/career counseling and mock interviews by appointment or walk-in, job boards and a file box for employers to post positions, a board

and file box for job seekers to post resumes, and free handouts on resume and cover letter writing. We had “live” sign-ups to try and better serve walk-ins; the numbers below show that to be a success!

This year we again sought volunteer Greeters for the Career Center and had a decent response. We used the one-page set of instructions from last year and edited to fit with the new sign-ups with more instructions. Greeters sat at the front table of the Career Center and helped orient visitors to the services offered and assist with walk-in advising sign-up. We learned that greeters are especially important on the morning of the first full day of the conference when a lot of registrants have free time (not many education sessions on the first day).

This year we utilized a different way to sign up to be volunteers and for sessions. SignUp.com provided a great way to get volunteers and then have people sign up for services. There was no need to use spreadsheets. Those seeking services were able to match themselves to volunteers based on the bio information that was provided.

2019 Career Center by the Numbers

This year we were able to gather use statistics for both advance sign-ups and walk-ins.

Pre-conference registration:

21 advising sessions (down 13 from last year)

6 mock interviews (down 9 from last year)

Walk-ins:

20 advising sessions (down 12 from last year)

9 mock interview (up 8 from last year)

Greeters: 19 volunteers (down 3 from last year)

2019 Career Center Lessons Learned

The use of SignUp.com created an easier way to have volunteers and those seeking services sign up for time slots. Advisees and interviewees were able to read bios on volunteers, so that they were able to choose someone who worked with their interests. However, some expressed difficulty with signing up and all times for signups were not appearing on mobile devices. There was also an issue with advisees and interviewees being able to contact their people. We will need to figure out a way to streamline that process. In the future, it will also be best to make sure all instructions are clear and recommend not using mobile devices.

We learned that greeters are especially important on the morning of the first full day of the conference when a lot of registrants have free time (not many education sessions on the first day).

We will distribute a participant survey later in August or early September to receive specific feedback on this year’s Career Center to see if there are additional improvement opportunities for next year.

4. Navigator Program

Co-chairs Devhra BennettJones and Tommy Brown

Online sign-up form went live in April 2019 and officially closed on June 30, 2019.

There were 74 total participants in the 2019 Navigator Program: 41 Navigatees and 33 Navigators for a total of 41 matches; 18 of the experienced Navigators were assigned 2 Navigatees.

Four Navigators applied to the program after registration closed and matches had been confirmed. These Navigators served in a back-up role in the event that assigned Navigators were not able to fulfill their commitment. All 4 were assigned to 4 New Attendees that applied to the program after registration closing.

Co-Chair Tommy Brown rotated off of the Membership Committee and Devhra BennettJones was appointed 2019-2020 Navigator Program Chair.

At the SAA Membership Committee meeting on August 4, 2019, the new Membership Committee Chair, Gabrielle Spears suggested a brief questionnaire for the program participants about their experiences. Devhra sent a brief questionnaire to the 74 program participants. Responses are listed below in Appendix B. In 2020 the Navigator Program will conduct a survey through SAA utilizing SurveyMonkey.com.

Lessons learned for the 2020 Navigator Program:

- Encourage Navigators and New Attendees to connect prior to traveling to the conference.
- Encourage Navigators and New Attendees to exchange contact information so that they can easily locate each other at the conference.
- Arrange for a larger room for the New Member Breakfast.
- Recruit more Navigators to avoid double New Attendee assignments.
- Several Navigators stated that it was wise to send the questionnaire immediately following the conference in order to record impressions before returning to daily schedules.

Section III: Conclusion

With this year's incoming class of new appointees, we were able to get the Membership Committee back on track with subcommittee leaders all drawn from within the membership of the Membership Committee. The committee is on track to have experience in each subcommittee this year; in 2020 we will need to appoint someone to assist Devhra with the Navigator Program to maintain continuity there. The committee is interested in possible collaborative studies with the research committee on topics pertaining to the nature of SAA's membership and to working with SAA staff

to develop reports from the AMS that are meaningful and informative to the committee's work.

The committee hopes to continue to be included by Council in conversations related to the needs of the membership, especially in light of any proposal to raise member dues. The committee appreciates the opportunity to work for the benefit of membership as a whole.

Appendix A

SAA Membership Committee Annual Meeting (DRAFT)

JW Marriott
Austin, TX
August 2, 2019
10 a.m. – 12 p.m.

Members present:

Michelle Sweetser (outgoing chair)
Gabrielle Spiers (incoming chair)
Jennifer Motszko (incoming Vice Chair / Chair Elect)
Devhra BennettJones
Alison Clemens
Brittany Newberry
Steven Booth, Council Liaison

Guests:

Rachel Vagts, incoming SAA Vice President
Harrison Inefuku
Scott Schwartz

1. The Committee reviewed the calendar of events it is sponsoring at the Annual Meeting.
2. The Committee approved the minutes from the 2018 annual meeting.
3. Steven Booth gave an SAA Council update. A number of actions have been taken to create a more inclusive experience at the annual meeting, including:
 - Posting a shortened version of the code of conduct outside each session room as well as in the printed program and as a link in Sched,
 - Designating a total of five all-gender restrooms as well as a family restroom with locations noted in maps and on the map,
 - Distributing bystander intervention tips in the registration area,
 - Making available ribbons with pronouns,
 - Providing fragrance-free hand soap in restrooms,
 - Including information on how to handle emergencies in the print program, and
 - Livestreaming some of the sessions and forums for the first time at a cost of \$5000/day (not as many were livestreamed as hope because many speakers were unwilling to give permission; sessions are being recorded beyond the streaming).

Council has agreed to check in with committees twice during the year to support the Early Career Professional program. The committee can ask Steven about working with that person and how to facilitate the process.

SAA has partnered with Cool Effect as a means for members to offset greenhouse gases produced by travel to the Annual Meeting.

Council discussed how to handle the brown bag lunch for Frank Bole's preprint in *American Archivist*, look for a message. [The event was announced as cancelled during our meeting.]

The new association management system (AMS) should be able to provide us additional information about why members leave and why choose not to become members. The Membership Committee may have work coming out of that in the future.

A task force being led by Michelle Light is meeting tomorrow regarding an updated and revised A*Census. Currently it is a funding issue; SAA is trying to find someone to partner with who will fund it.

4. Subcommittee updates:

Michelle Sweetser provided a report on behalf of the Key Contacts co-chairs who were unable to attend the meeting. The program welcomed 797 new members to the SAA organization between July 1 and April 30. The co-chairs worked diligently to fill all open positions for the 2018-2019 year; they have a significant number of vacancies as they move into the coming year and filling those positions will be a priority. Amongst other activities, the committee rewrote and edited the co-chairs manual, engaged with other areas of SAA including the Membership Committee and SNAP, and worked with SAA and those in the the subcommittee to understand what is most useful to include when contacting new members. The format of quarterly lists of new members provided by SAA staff changed multiple times due to the co-chairs requests as well as a change in SAA's system.

Brittany Newberry reported that the Career Development subcommittee changed Career Center hours from 8-4:30 to 8:30-5:30 this year. Participation is down, perhaps because fewer are attending in general. They have scheduled in advance 21 advising sessions and 6 mock interviews after advertising on the Leaders List, through SNAP, on the majority of the SAA lists, and on Archives Gig. A major change this year is in how they did sign-ups, moving from Google Sheets to Sign-up.com; the new system seems to be working fine and they plan to distribute a survey after the conference to see what people thought.

Alison Clemens provided an update on the Mentoring subcommittee. Last year the committee created a mentoring tip-sheet and heard from some that they found it helpful. The sheet included basic information about roles, tips for getting conversations going, and the like. The database they committee uses for its work is being sunsetted by Google in December and the subcommittee is working with Matt Black to find an appropriate solution. They have not found another program that is available for free. At the same time, the subcommittee is discussing revising the application form to facilitate matches without being too specific or general in parameters. There are approximately 3 proteges awaiting matches right now; so far this year they matched approximately 50 people. The group cohosted a Twitter chat in January with SNAP and an online presentation for San Jose State.

Devhra BennettJones reported that 76 people registered for the Navigator Program with 37 new attendees and 37 navigators. Among navigators, there are two backups in case someone

finds themselves unable to attend. SAA was great about advertising the program. She is thinking about distributing a survey afterwards.

5. Committee departures, appointments, and subcommittee assignments

The committee reviewed assignments for the coming year, which are as follows:

Chair – Gabrielle Spiers (2020)

Vice Chair / Chair Elect – Jennifer Motszko (2021)

Key Contacts – Tamar Zeffren (2020), Natalie Johnson (2022)

Mentoring – Alison Clemens (2020), Lydia Tang (2022)

Career Development – Brittany Newberry (2021), Maggie Hoffman (2022)

Navigators – Devhra BennettJones (2021)

6. Update on joint project with SNAP

Michelle provided an update on the joint project to create an online resource / primer for members that would be hosted on the SAA website. Representatives from the Membership Committee were Michelle, Alison Clemens, and Tamar Zeffren. The committee put together an outline and submitted it to SAA staff for feedback. As there was a lack of response, the group determined that the content can find a home on the SNAP microsite until we hear further from the SAA office. The content now needs to be written; all agreed that due to turnover in membership of both committees, it made sense to wait until the end of the summer to start coordinating the writing and editing.

7. Membership update

Rachel provided an update on membership numbers. As of June 30, SAA has a total of 5832 members, a decrease of 191 and 401 below of all-time high (November 2014). Individual members minus student members stand at 4407, down from an all-time high of 4608. Declines have primarily been in the ID1-ID4 category and increases in the ID5-8 categories (ID 8 is \$90K+), so the top three categories are the ones that are growing. The Institutional Member category has been stable and will be the focus of the development efforts in the future. With the new database system, the organization has real-time monitoring of membership numbers and trends.

Council will engage in discussion about dues this fall and will probably mean creating new IDs levels that people will move into. One of the benefits of the new system is that it at the time of renewal it automatically puts you at the level you were in last year versus defaulting all to ID1.

8. Items from the floor

Harrison Inefuku encouraged everyone to attend the Diversity Forum put together by Cheryl Baredo on Sunday at noon.

The committee discussed potential projects for the coming year.

- Gabrielle Spiers noted that the committee will be hosting an Early Career Professional next year; Cheryl Fong will be joining us in this capacity. Devhra noted that as she is currently a committee of one, assisting with the Navigator Program could be one of the tasks that Cheryl assist with.

- The committee agreed to learn more about the new AMS and determine the kinds of reports and data it might find valuable moving forward.
9. Michelle reminded committee chairs to submit their subcommittee reports to a shared Google folder by August 23 so that she can finalize the Annual Report.
 10. Michelle thanked outgoing committee members Tommy Brown and Laura Starr for their service.

Meeting adjourned at 11:30 a.m.

Appendix B

Navigator Program Survey Responses

New Attendees responded:

Why did you decide to participate in the SAA Navigator Program?

- I'm a MLIS student and recently relocated away from my university (and thus my internship experience). I wanted to connect with someone who could provide me with conference hacks as well as share his/her professional experience and expertise.
- It was my first year attending SAA and I thought it would help me make the most of the conference while also providing a networking opportunity through which I could get to know someone in the profession.
- I signed up for the Navigator program after I took my first look at the conference program and felt instantly overwhelmed. I was assigned to a Navigator/Mentor, but that person did not contact me prior to the first day of the conference. Since I had not heard from that person, I decided to chart my own course through the conference, which I did by going back to the conference website and studying it over several sessions. Since this was not my first rodeo (just my first SAA rodeo), I was able to make sense of things, and subsequently navigated myself through it. Thus, I don't feel that I utilized the Navigator program. Also, I'd like to add that my Navigator did contact me on the first day of the conference, but I was already there and participating.
- It seemed quite beneficial to take advantage of the program in meeting and getting acquainted with archivists as I moved to become an archivist, for some society's don't offer any comparable program. I have not been able to take full advantage for the program, however, since not yet making it to an annual SAA meeting (this year I hoped would be the first, but my traveling budget was well spent earlier in this summer that I had to cancel my attendance. So I will try next year.
- For a personal connection at the conference. Networking.
- I decided to participate in the SAA Navigator Program because it was my first SAA conference, and I am fairly new to academic conferences in general. I thought it might be helpful to have guidance from an experienced conference-goer on choosing sessions, networking with fellow archivists, etc.
- Because I knew I didn't have a lot of colleagues going to the conference, so it would be nice to have someone new to talk to me and give me tips for what to take advantage of.
- Thank you so very much for the SAA Navigator Program! Why did you decide to participate in the SAA Navigator Program? It was my first time at SAA conference, and I wanted to maximize my time there, while interacting with other archivists and grad students.
- I thought it would be helpful to meet with someone that could answer some of my questions about how to navigate through the conference.

- This was my first time attending the SAA annual and I am relatively new to the profession (I earned my MLIS in 2017). I know that one of the main benefits of attending national conferences is to make connections and I thought that this would be a good way to do that.
- I kind of answered this in the first question.
- I decided to participate to gain another professional connection and discuss some aspects of the conference as a new professional.
- Although I've attended a regional archives conference several times (MAC) and a national records manager conference (ARMA), I'd yet to attend SAA: what struck me as unique about SAA was the section meetings on the agenda. I've never seen those kinds of meetings be open to non-elected members before and was really curious about learning about them. I also wanted other people's insights into what kinds of activities they feel are the most worthwhile at SAA.
- I decided to participate in the Navigator program because I heard that SAA could be overwhelming and hoped to connect with someone who could be a friendly face throughout the conference.
- I decided to participate in the SAA Navigator Program because I knew I would not know anyone.

Do you feel that you were matched with the right person?

- Mike was fantastic! He had such wonderful tips for the conference as well as information about the profession.
- Yes! Michael was great - helpful, informative, and candid.
- Yes, Samantha was wonderful and a good fit professionally and personality-wise.
- Yes, Lynn was responsive, kind, and I loved asking her about her experience leading her department and George Mason!
- Yes, Lynn was very warm and helpful.
- I am most interested in university archives and I was matched with a corporate archivist. However, I didn't request a navigator until shortly before the conference (I didn't know about the program previously) and I think it worked out well because I got to learn a lot about corporate archives and am now interested in that as well.
- Partly, I just enjoy meeting people and it is an opportunity to connect more with someone I may not have otherwise had the opportunity to get to know. Being a first timer can be a bit overwhelming, and, at a professional conference, by having one person I am already meeting up with it helps with the anxiety of feeling like I have to "make connections".
- I believe that I was matched with a good person. He focused strongly on the conference and many times offered to answer any other questions by email if needed.
- Funnily enough, I actually already knew my navigator/mentor from a past position; however, she and I have a good rapport and her answers to my questions were quite helpful.
- Yes, Rebecca was a great match for me. We were both library residents and had a good deal to

talk about. She was very warm and supportive.

- I think the person I was matched with was great because she went out of her way to meet up off site and have lunch with me.

Was your experience in the program helpful and/or fulfilling?

- 11--Yes
- 2--No

If Yes, what were the primary reasons?

- I think that there are a lot of things frequent attendees take for granted about the conference and Mike clearly had thought about and remembered some of these things. He also made plenty of time for both of his Navigatees and that was then another person I was able to meet.
- Yes - I had most of my preconceptions confirmed and a few shattered. It was helpful to get Michael's take on the reality of his day-to-day.
- Janet answered all of my questions and made me feel welcome. We both have similar job duties at our institutions, so we also were able to talk about some of the work we are both doing.
- It was helpful to email before the conference with questions, compare schedules and sessions, and then finally meet! Being in a new situation where you don't know anyone can be intimidating! Knowing I could text or meet with Samantha during the conference if needed was reassuring.
- Yes; I got to have someone to sit by, a touchstone I saw several times throughout the weekend, and a lunch buddy the first day. It was nice to hear from her seasoned perspective, and she was just a genuinely kind and smart person to be around. She even stopped by my graduate student poster twice. I felt "looked out for".
- Having someone take interest in my situation and offer suggestions.
- Katie gave me good advice about sessions, and I feel we developed a sort of mentor relationship which will benefit me beyond the conference.
- I think it was helpful in that I received some good advice about the sessions, vendor expo, and other aspects of events worth attending. Even some more specific advice regarding meals and session schedule strategies.
- I would say it was helpful. The opportunity to chat with someone I didn't know (...although, by happenstance, I did know her) about SAA section meetings and other worthwhile sessions was helpful. I would guess the experience might have been more "fulfilling" if I were brand new to attending conferences and needed additional guidance.
- Yes, Rebecca did a great job making me feel welcome and gave great advice on how to navigate the conference and how I might move forward in my career.
- The experience in the program was helpful because I was able to meet someone new and

ask questions about the profession.

If No, what were the primary reasons?

- I did not hear from my Navigator until I was already in Austin.
- I did not contact my mentor and they did not contact me.

Please list suggestions for improvement of the SAA Navigator Program.

- Michael let me know about a couple of networking events I would have loved to attend, but they were scheduled for before my arrival in Austin.
- Keep it up.
- The program was great but the breakfast/meet-and-greet could have been better. The room was way too small and there were not enough tables or chairs which made it difficult to socialize while eating/drinking.
- I didn't know the orientation was a breakfast until my mentor mentioned something about there being food there.
- For my own specific needs, it worked well.
- I think the Navigator Program is great as it is.

Are you currently participating in any other professional mentoring programs?

- 6--No
- Yes, I mentor undergraduate students at my alma mater, Brigham Young University. This experience reminded me how much it means to have someone more advanced than you look out for you!
- I also have a mentor through SAA. One of the reasons I wanted a navigator is because my mentor could not come to SAA this year.
- SAA Mentoring Program and Archives Leadership Institute alumni mentoring program.
- I participated in an ALA Spectrum mentoring program as a mentee.

Navigators responded:

Why did you decide to participate in the SAA Navigator Program?

- I always like helping the next generation.
- Wanted to help colleagues feel comfortable at their first conference.
- It's a useful program, and not a big commitment on my part (as the Navigator). I've done it several times before.
- I like to be helpful to people entering the profession and share my experience and knowledge.

- I've attended a number of SAAs and I volunteer to get to know new members and to make them feel comfortable attending the conference.
- TO GIVE BACK TO THE PROFESSION.
- Because when I joined SAA many years ago there was nothing like this program; it is overwhelming not to know anyone so I thought I could be of some assistance.
- I implemented the Navigator Program in its first iteration in 1998 (based on a fabulous idea suggested by a student, Andrea Sheehan, who attended the 1997 annual meeting). I have always thought fostering connections and networks is so important for our small profession, and I try and volunteer if I can!
- I wanted to give back by providing guidance for a new SAA attendee.
- Because at my first SAA nearly 20 years ago I didn't know anyone and didn't enjoy myself.
- A desire to give back to the archives community and pay forward the kindness and advice more established professionals have given me.
- I've been doing it for a long time--just seems like the right thing to do.
- I wanted to help anyone who is new to SAA.

Do you feel that you were matched with the right person?

- 7--Yes
- Yes, this year was a particularly good match because both of us are interested in government records.
- Yes, although we had different archival interests, we got along fine.
- Yes, I was. Katie was very responsive and we have a good meeting. I am following up with her this week to send additional resources.
- Some. Both of the individuals I was matched with seemed to be career changers, which I'm not sure I'm a great fit for. I expect that's a very different experience than my own so I was concerned that I wouldn't be able to give advice that fit their circumstances. One of the people I was matched with ended up not attending the conference, and he was the one I was particularly worried I would be a bad match for. The other person, Chrisy, has an interest in women's collections, which was a good fit for the institution where I work. I think that was a fine match, but I was definitely conscious that I am a much younger professional who has been in the field for my whole career and I don't think that is the case for her.
- Yes, one person worked in digitization, but other than that, just folks who needed some orienting to the annual meeting.
- I sent an email out and gave my personal cell number and both persons responded. I started a severe cold on the first Pre-conference day and unfortunately, I did not attend the First-timers Breakfast. I did not want to spread what I had. This is what I missed most about the conference is not being able to interact with others. I sent them an email explaining my absence and suggesting

that they put me on their mentor list if they have questions in the future.

Was your experience in the program helpful and/or fulfilling?

- 12--Yes.
- Yes and no as explained above.

If Yes, what were the primary reasons?

- I feel like I provided some guidance in the short of amount of time. The new member breakfast seemed to go well and really provided the best opportunity to meet face to face.
- I always like helping the next generation.
- We had a good conversation at the First-Timer breakfast.
- YES, I ENJOYED MEETING MY NAVIGATEE AND OFFERED TO EXTEND THE RELATIONSHIP IF SHE HAD QUESTIONS. SHE IS IN HER FIRST PROFESSIONAL JOB.
- Because I learned about non-business archives interests and she was interested in learning about other facets of the profession.
- I was glad to be able to share my career experiences and knowledge of SAA with someone else.
- I had a good conversation with my navigator match and enjoyed getting to know her. She indicated that our conversation was helpful.
- Yes, it's nice to be a friendly face at SAA.
- Making contact with colleagues.

If No, what were the primary reasons?

• This was not a terribly fulfilling experience because I didn't have enough time to get to know the person I was matched with and dig into what she might like to know. Her interests aligned with mine from an academic/research perspective, but not from a technical/archival one. I'm afraid that my involvement in SAA sections/presentations might have been too much work for me to take this on. If I hadn't had such a busy conference schedule for myself, I would have liked to take more time to connect with this person and establish a more meaningful relationship, even if it was just for the duration of the conference.

- Health issues.

Please list suggestions for improvement of the SAA Navigator Program.

- Good job!

- I like it more or less the way it is. My worst experience (not this year) was a navigatee who was simply unreachable - bad email address and not findable online. Otherwise, I've always enjoyed meeting my navigatees.
- Continue the program.
- Figure out a way to pair Navigator with their First-Time attendee. There are always people looking lost and unable to find their partner.
- Back when the Navigator Program was on the registration form, we had people sign up who didn't know what it was.
- N/A
- N/A

Are you currently participating in any other professional mentoring programs?

- I am between mentees at this time, but have signed up again.
- Yes, my local Big Brothers Big Sisters program and the SAA Mentoring program.
- No. I've been an SAA Mentor in the past, but did not have a good experience with that. I think we were matched geographically, but my particular expertise was not very helpful to her and we only met once. The pressure to try to maintain a relationship all year even if it isn't useful was not fun. I like the short-term navigator relationship better - and I'd be very happy to stay in contact if any of my navigatees needed me.
- SAA Mentor, and local mentoring as well.
- Business Archives Section Mentoring Program.
- NO.
- I had been, but not anymore.
- I am currently participating in the SAA Mentoring Program, SAA's Career Resource Center, and an in-house mentoring program here at Wake Forest.
- Yes, I participate in the SAA Mentoring Program, the RBMS Mentoring Program, and a mentoring program through my university library.
- I have been an SAA mentor in the past but don't have a mentee right now. I serve as a MAC Pal during MAC's annual meeting each year.
- Archives Leadership Institute 2019 mentoring. I have been a SAA mentor in the past, but haven't for a while--just too many other things going on. The Navigator program fits for me, as it is a short time commitment. I also took my Simmons student hotel roommate under my wing and treated her as a navigatee too. So, in practice, I had 3 navigatees, as well as an ALI mentee.
- I am not. I will consider volunteering as a mentor in the future.