

Society of American Archivists
American Archivist Editorial Board
Zoom Meeting | October 2, 2020

MINUTES

In attendance: Bethany Anderson (Reviews Editor), Sumayya Ahmed, Carrie Daniels, Katharina Hering, Eric Hung, Shadrack Katuu, Jessica Lacher-Feldman, Sylvia Welsh; Bridgette Hammond and Grace Moran (early-career members); Amy Cooper Cary (incoming Editor); Stacie Williams (ex officio, Publications Editor); and SAA staff Teresa Brinati and Abigail Christian.

Unable to attend: Cal Lee (Chair), Ben Goldman, Alison Trulock, Kate Puerini, Asa Espanto (early-career member), and Mario Ramirez (Council Liaison).

I. Welcome and Introductions

- A. AA Online Quality Control + [Hidden Content Project](#)** – Teresa Brinati & Abigail Christian
In September, Brinati and Christian met with early-career members Hammond, Moran, and Espanto and Board Member Hering to introduce the project and look over the work done by a previous early-career member and brainstorm about a process for review and implementation. Hammond, Moran, and Espanto are looking at a sample of the data and will meet again in late October to propose a process for moving forward. This is a long-term project and the process will help to introduce consistency for all those who work on it.
- B. [Proposal for Strategy to Address Professional Mediation, Facilitation and Conflict Management](#) and [Journal Case Studies Idea with CEPC](#)** – Katharina Hering & Bethany Anderson
The proposal is still with Council as it did not have time at its recent meeting to consider it. If new Board members have questions about the proposal, please reach out to Hering and Anderson. Although Council members have not had a chance to discuss the proposal or provide the Editorial Board with feedback, the Board can continue to pursue other initiatives. The Committee on Ethics and Professional Conduct (CEPC) met with Hering and Anderson. They want to put out a renewed call for ethics case studies and are interested in cooperating with *American Archivist* as well as the Publications Board, which oversees SAA's seven open access case studies series, to publish the series online or in print, as a special journal edition, etc. Other ideas welcome.
- C. Outreach and Engagement: New Website + Component Groups + Article Reading Program** – Teresa Brinati & Abigail Christian
- i. *American Archivist's* new website is launching on October 6. [Preview the website here.](#) As the journal moves to digital-only in 2021, the updated website will make the transition more user-friendly. Communications have been disseminated to members and subscribers about this transition. The decision to go digital only was made by the Council at its June 2020 meeting.
 - ii. Previously, the Board had the idea to market individual *American Archivist* articles to component groups. Not meant to be extra work for Board members, but to share articles of interest with component groups they are already a part of when a new issue is published.

- iii. Another marketing idea that would be helpful for archival educators putting together syllabi and in making articles more discoverable is to develop a Google doc that serves as a reading list with popular articles arranged thematically according to subject matter. This list could also be shared as a resource for history programs as well. Both lists would also help the Board identify gaps in the Journal's publication.
- iv. The Article Reading Program will be tabled this semester as we launch the new website and transition editors, but would be good to return to in the spring. The Publications Board is about to announce its 2020/2021 selection for One Book, One Profession: *A Matter of Facts: The Value of Evidence in an Information Age* by Laura Millar. If there's an article that goes with the theme of *A Matter of Facts*, the Editorial Board could create an ongoing conversation between publications.

TO DO #1 (Ahmed, Daniels, Hung, and Welsh): Create document for Board members to share what component groups they are part of and take steps in creating document for an *American Archivist* reading list to which the Board can also contribute.

D. Style Guide – Teresa Brinati & Abigail Christian

This summer, we've made some changes to the *American Archivist* style guide. SAA follows the *Chicago Manual of Style* with a few departures. We'd like to make the style guide publicly available. It is also an evolving style guide so the Editorial Board and Publications Board are welcome to propose changes. Williams suggested meeting regularly with others in the field to keep abreast of changes or trends that allow for inclusivity.

TO DO #2 (Brinati, Christian, Williams, Lee, Cary, Anderson): Meet to discuss recent developments and proposed changes.