Society of American Archivists
Description Section meeting, 14 August 2014
Meeting minutes

Called to order: 3:32 pm

I. Announcements

- Election results
    - o Vice Chair/Chair-elect: Jennifer Mitchell
    - o Secretary: Katrina Windon
    - o Member-at-large: Tracy Jackson
- Thanks to outgoing secretary, newsletter editor, and web master.

II. Updates

- Mike Rush, chair, TS Encoded Archival Description (EAD)
    - o update on EAD3, which has been through beta and gamma comment periods
    - o anticipate finishing by this winter
    - o looking at creating single technical subcommittee for EAC-CPF, EACF, and EAD. Would simplify maintenance and be more integrated.
    - o ongoing maintenance approach for EAD, such as patches and version control
- Bill Landis, council liaison
    - o new liaison is Jaime Roth
    - o new strategic priorities for 2014-18 put out for comment, including meeting member needs, supporting professional growth
    - o encouraging cross fertilization for sections, roundtables, affinity groups. Form for proposing these types of projects on website.
- Lynn Eaton, chair of 2015 program committee, Cleveland
    - o changes for next program include not having a theme
    - o proposal deadline is October 8
    - o different options for session formats, which will be 60 or 75 minutes. Committee wants creative ideas. There will be no group endorsements. For rejected proposals, talk to sections/roundtables for following year. Pop-up sessions will be arranged with ideas proposed rover the summer to allow for currency.
    - o reception at Rock and Roll Hall of Fame, Thursday night
- Jackie Dooley, OCLC Research
    - o ArchiveGrid: now has 4.2 million MARC records and a couple hundred thousand finding aids. Expanded scope last fall, such as visual materials, audio, and video formats. Half million records from ContentDM. Two studies done to analyze EAD finding aids and MARC records in ArchiveGrid, percent of occurrence between fields, how does completeness affect discovery. There are very few elements that are used 75% of the time or more. EAD paper in Code4Lib journal.

- o FAST: faceted thesaurus, a simplified version of LCSH, easier to apply. Potential for archives indexing, and friendly for linked data. Increasing use of linked data in archival applications. Should archivists be working with BIBFRAME?
- Diane Ducharme, report on DCRM-MSS
  - o ACRL ALA committee, cataloging standard for manuscripts: Descriptive Cataloging of Rare Materials (Manuscripts)
  - o had public hearing in January. Committee has worked through all comments and will be submitting final draft for review to LC, ALA, and SAA.
  - o square brackets not required for supplied material (except Area 5, still discussing)
- Gordon Daines, Chair, TS Describing Archives: A Content Standard (DACS), 2nd ed.
  - o will begin a continuous revision cycle
  - o will have a rotating committee

III. Guest speakers

- Karin Bredenberg, Swedish National Archives
  - o eARD (Electronic Records Management and E-Archiving) – government initiative established through National Archives, Fall 2011. Examined e-archiving common specifications, how to establish and how to implement. Drafts have been delivered to management organization for common specification package, records management, and personnel implementation.
  - o lessons: make sure participants know the technology basics and standards, and that they can learn on their own
  - o European project: EARK eark-project.com
- Daniel Pitti, chair, International Council of Archives, Expert Group on Archival Description
  - o formed in 2012, 4-year term of appointment, mandated with creating conceptual model of archival description, based on ICA standards, to be delivered at 2016 congress in Seoul.
  - o paper in *American Archivist*, volume 76, issue 2, last winter
  - o ensemble of authority control standards exists, but they didn't get interrelated to one another; ISAD-G taken up internationally, other standards not so much
  - o need to be harmonized. Group will take a fresh look and consider technology advancements over time. Will develop a conceptual model – think of FRBR
  - o created by archivists for archivists, based on an ontology. Effort will place archival description within broader content with which we want to intersect

IV. Close

- Incoming chair: Gordon Daines
  - o looking for input for DACS part 2 from practitioners
  - o think about program for section meeting next year

Adjourned 4:51 pm

Respectfully submitted,

Patricia J. Rettig
Secretary
28 August 2014