

Date: Nov. 30, 2011

Name of Section/Roundtable: College and University Archives Section

Officers: Schulte, Becky, Chair, 2011-2012, University of Kansas  
Stankrauff, Alison, Vice Chair/Chair-Elect, 2011-2012, Indiana University South Bend  
Briston, Heather, Steering Committee, 2009-2012, UCLA  
Engseth, Ellen, Steering Committee, 2010-2013, Univ. of Wisconsin Milwaukee  
Ghering, Cynthia, Steering Committee, 2010-2013, Michigan State University  
Glick, Kevin, Steering Committee, 2009-2012, Yale University  
Hartwig, Daniel, Steering Committee, 2011-2014, Stanford University  
Jarvis, Kate, Steering Committee, 2011-2014, Emory University  
Nash, Katie, Steering Committee, 2011-2014, Elon University  
Webber, James, Steering Committee, 2011-2014, Bates College  
Sweetser, Michelle, Ex Officio (Newsletter Editor), 2011- Marquette University  
Zachary, Claude, Ex Officio (Web Liaison), 2004- Univ. of Southern California  
Frusciano, Thomas, Council Liaison, 2009-2012, Rutgers University

Report from annual meeting:

- Number of attendees: 213
- Election results: Alison Stankrauff, Vice Chair/Chair-Elect; Daniel Hartwig, Kate Jarvis, Katie Nash, and James Webber elected to Steering.
- Summary of meeting activities:  
(or attach minutes or newsletter accounts)

Please see attached meeting minutes

Completed projects/activities

Steering Committee member Rachel Vagts reviewed the section by-laws and identified areas that needed to be updated to comply with SAA guidelines. After review by the Steering Committee the updates were made and the revised by-laws were posted on the website.

Ongoing projects/activities

In 2010 a subgroup of the Steering Committee (Maria Estorino, Jay Gaidmore, and Chris Prom) reviewed the C&UA Section website and newsletter. After soliciting feedback from the Steering Committee, website editor, Claude Zachary and newsletter editor Chris Laico a list of recommendations was forwarded to the membership (see the Academic Archivist, Summer 2010). Another subcommittee led by Vice Chair/Chair-Elect Alison Stankrauff, is now reviewing the recommendations and considering what needs to be done to implement them.

New projects/activities

Problems were discovered with the Section online election this year. The Section Chair will follow-up to see what can be done before next year's election.

There are still concerns expressed about the 2005 revision of the *Guidelines for College and University Archives* first published in 1999. The 2005 version was not approved by Council. A suggestion has been made to re-frame it in terms of “best practices”. This will be considered by the Steering Committee during 2011/2012.

#### Diversity initiatives

There are no specific diversity initiatives being considered at this time. However during the annual meeting in August of 2011 we did present a program that included a representative from a small institution as well as a large institution.

#### Questions/concerns for Council attention

Not at this time. After Steering has reviewed the problem with the revision of the *Guidelines* we will come back to Council for advice on how to proceed.