

Report to SAA Committee on Education  
Submitted by Alice Prael September 2020

The DAS Subcommittee made significant progress against four established goals this year:

1. Maintain the comprehensive exam and update the course reading list
2. Maintain existing DAS course catalog, develop new courses in desired areas and identify potential courses for retirement
3. Adapt DAS courses and DAS retreat to an online format
4. Update the DAS Subcommittee description

This report provides additional detail into ongoing and completed activities related to each of the goals above, and closes with a thank-you to departing members.

### Goal 1: Maintain the comprehensive exam and update the reading list for the comprehensive exam

Activities:

- Liaisons coordinate with course instructors to draft additional exam questions and revise questions that were flagged as problematic
- Improve metadata for comprehensive exam questions and plan for moving exam question management into a database (ongoing)
- Liaisons coordinate with course instructors to update reading list for each course
- Subcommittee members review the Trends in Archives Practice series for inclusion in the reading list

DAS Subcommittee members worked with Sarah Shipley and Tomaro Taylor, to handle review and revision of existing exam questions. The subcommittee is currently updating metadata for exam questions in order to identify gaps in the material covered by the exam. This will guide our liaisons and instructors in drafting additional exam questions.

The Subcommittee also updated the reading list and coordinated with instructors to update individual course reading lists. We prioritized the reading list because it serves as a resource for DAS students preparing for the comprehensive exam. Since students are not required to take the entire DAS course offering, the reading list introduces students to topics that were not covered in the courses they took but may be covered on the comprehensive exam.

### Goal 2: Maintain existing DAS course catalog, develop new courses in desired areas and identify potential courses for retirement

Activities:

- Ensure timely audit, review, and revision of existing courses (ongoing)

- Develop RFPs for courses in working with linked data, archiving speciality file formats and other high-interest areas
- Review survey results from DAS Intern Pam McClanahan's DAS program evaluation to identify desired course topics
- Surveyed DAS course instructors to identify topics to cover in an Intro to DAS Course

### **Courses developed for FY2020**

- Using ePADD for Email Archiving (Schneider & Chan, DAS)
- Introduction to XML Analysis and Manipulation (Heberlein, A&D/DAS)

88 individuals fulfilled all the requirements and were awarded the DAS certificate in FY19. In addition, 29 individuals completed the requirements to renew their DAS certificate

### **Goal 3: Adapt DAS courses and DAS retreat to an online format**

#### **Activities:**

- Develop proposal to gradually shift enough DAS courses online so that the DAS certificate can be completed entirely online (ongoing)
- Host the first DAS Subcommittee Retreat entirely online
- Moved courses online in response to covid-19 (ongoing)
- Survey DAS course instructors to identify courses that could transition to an online platform

This year the DAS Subcommittee moved its operations entirely online and replaced the annual in-person meeting with a half-day virtual retreat in November 2019. This transition worked well and we plan to host another virtual retreat next year. The Subcommittee also developed a proposal for gradually moving more courses online with the goal that the certificate would be accessible entirely online by 2022. 9 courses were moved online in response to covid-19 and the restrictions on travel and in-person events.

### **Goal 4: Update the DAS Subcommittee Description**

#### **Activities:**

- The Subcommittee increased membership from eight to ten members. The subcommittee currently manages 46 courses, which requires that each subcommittee member must serve as liaison for 5-6 courses. Previously, subcommittee members were expected to serve as a liaison for only 3-4 courses at one time. This increased capacity will also help us maintain the comprehensive exam.
- The Subcommittee updated the description to allow non-certificate holders to join the subcommittee so long as a majority of the subcommittee has the DAS certificate. It is important that a majority of DAS Subcommittee members hold the certificate in order to provide support for the comprehensive exam, but including archivists with extensive

digital knowledge regardless of certificate status allows for the subcommittee to be more inclusive.

- The Subcommittee clarified how DAS Subcommittee members may renew or complete their DAS certificate after their term on the subcommittee. (ongoing)

Farewell to departing Subcommittee members!

Thanks to all of our outgoing subcommittee members for all of their efforts!

- Martin Gengenbach
- Jennifer Brancato
- Laura Davis