

Design Records Section

Council Liaison: Eric Chin

Report Submitted by: Jessica Quagliaroli

2019-2020 Steering Committee Roster

Position	Name	Term Start	Term End
Co-Chair	Alison Anderson	8/15/2019	9/1/2021
Co-Chair	Jessica Quagliaroli	8/18/2018	9/1/2020
Steering Committee Member	Pamela Casey	7/29/2017	9/1/2020
Steering Committee Member	Aliza Leventhal	8/15/2019	9/1/2022
Steering Committee Member	Emily Vigor	8/18/2018	9/1/2021
Web Liaison	Julia Larson	8/15/2019	9/1/2021
Council Liaison	Eric Chin	7/24/2019	9/1/2022

ACTIVITIES

Completed: The co-chairs and web liaison worked to update the section's microsite. Updates include creating a page for the Digital Design Records Task Force, updating resource links and information, and creating a map feature of design and architecture repositories across the US.

Ongoing: Updating all resource information on the website and to increase community engagement.

New: We have a lot of plans for the coming year! The first is to add to and update the Description and Preservation pages. Review and revise the Standing Rules. Set the section's goals to better align with SAA's strategic plan, particularly with DEI. Encourage and increase listserv usage with member questions, updates, and information about professional development opportunities. Host informal, free Zoom webinars and discussions.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Support archivists tasked with the stewardship of physical and born-digital design records, which often require additional resources. By acting as a clearing house of information on best practices for the care and maintenance of design records, we support archivist's advocacy for needed resources.

Goal 2: Enhancing Professional Growth

Frequently post professional development opportunities from other allied organizations, such as ARLIS/NA and the Society of Architectural Historians. Focus on posting free/low-cost professional development opportunities.

Goal 3: Advancing the Field

The Born-Digital Design Records Task Force contributes significantly to advancing the care and maintenance of born-digital design records. Encouraged members to contribute to the upcoming special issue of the American Archivist on design records as a way to add to the scholarly literature on architectural and design archival work.

Goal 4: Meeting Members' Needs

In response to the 2019 Member Survey, we updated the microsite and worked to generate greater listserv activity among members. We updated the resources available on our microsite to reflect current trends and best practices.

ANNUAL MEETING

Number of Attendees: 95

Summary of Meeting Activities: Alison Anderson led the meeting and opened with announcing the election results. Eric Chin provided the Council updates. Alison provided our business updates, which included a summary of how we donated our pilot funds to AWEF and the microsite updates. She listed project ideas for the coming year, including further updates to our microsite, reviewing the Standing Rules, aligning our yearly goals with SAA's strategic vision, and increasing community engagement. Jody Thompson gave an update for the Born Digital Design Records Task Force. We had a panel presentation titled "Scalable Solutions for Design Records." Three panelists gave short presentations on projects with architecture and/or design records that had to be scaled up or down based on resource availability. After the presentations we held a Q&A.

Link to Meeting Minutes:

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

Our members are engaged, though the section would like to do more to generate discussion and use of the listserv. We would also like to do more to encourage our members to share their work projects, experiences, and questions. We are in a niche subject area, but we all work in different types of institutions and repositories, and we'd really like to highlight the diversity of our membership.

What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)

Listserv

SAA is exploring programming and topical affinities between sections. ([Learn more here.](#)) Does your section share issues or scope overlap with other sections? If so, which sections?

Visual Materials Section

If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?

We do share some overlap with the Visual Materials Section in that architecture and design materials are very visual in nature. Our collections can often contain the same types of materials: photographs, slides, negatives, posters, large drawings/renderings/sketches, and objects.

Do you have any concerns or questions about the potential for your section to merge or affiliate?

We don't see a problem with there being an umbrella of affiliation with the VMS, but the DRS should be its own section and should not merge; it serves a very specific subject area that has its own set of needs that the section meets. For example, born digital design records file types (.dng, .dwg, etc.) are not typical of standard file types (.tif, .jpeg, .pdf, etc.) and we are concerned that those needs would get lost within a merge. The smaller size of the DRS works in its favor. Many of our members are able to work collaboratively within the Born Digital Design Records Task Force, and the section leadership is able to offer the TF a greater level of support than it would be able to if it was part of a larger section.

QUESTIONS FOR COUNCIL

A concern would be regarding the decision to create an affiliate/umbrella or merge without further consultation of DRS leadership. The current DRS co-chairs and steering committee members would want to discuss any of these decisions at length with our council liaison before any such decision was made.