

**From:** [Peter B. Hirtle](#)  
**To:** [Teresa Brinati](#)  
**Cc:** [Nancy Beaumont](#)  
**Subject:** RE: Old SAA publications available online?  
**Date:** Sunday, July 11, 2010 2:24:00 AM  
**Attachments:** [Hathi\\_Trust\\_Titles.docx](#)

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Hi Theresa:

So your message below reminded me of the exchange with Paul Conway that I had forgotten completely about concerning Hathi and AA. As I recall, at that time Hathi was not willing to say that some issues were full-view but that some were limited view. I don't know if there policy has changed.

Your list of current publications was very helpful, but I suspect that HATHI will want a list of publications that we affirmatively say that they can deliver. I have therefore gone through their catalog, pulled out the 100+ titles that have Society of American Archivist as a publisher, and excluded the titles from your list. The result is attached.

Here is what I propose:

1. Review the list and see if there are any titles that we would not like to see available for full view. I can think of two main reasons why you would want to exclude a title: a) we are still selling it, or b) it is unclear if we have the rights to authorize full-view (i.e., the copyright may have reverted to the author).
2. Look closely at the serial publications. There are some that are pretty much "dead" that I think that we could make available in their entirety. With American Archivist and Archival Outlook, I suggested that we use cut-off dates before which Hathi can make the material available (assuming that they refine their rights management control to allow this). I am not sure what the right cut-off dates might be, however.
3. The SAA Yellow Pages is an unusual problem. I don't think that 10 year old phone numbers and addresses present much of a privacy problem, and if I recall the Yellow Pages did have the Constitution, By-Laws, and some historical information in them, but this is also something to which we might want to say no.
4. You might want to think about whether you want to alert authors that their work is going to be available this way. I think all of them will be excited and will want to include links to the titles on their own web pages. I don't know, though, if some would like advance notice that this was going to happen. You know your authors better than I do.
5. Once you have the final list, send it to Hathi along with their permission form found at [http://www.hathitrust.org/documents/permissions\\_agreement.pdf](http://www.hathitrust.org/documents/permissions_agreement.pdf) to the address listed on the form. Instead of providing one form per title, I would just say "see attached list" and send along the attached document as modified by you. I might send a cover note as well asking to be notified when new SAA titles are added to the Hathi Trust so that you can determine whether they, too, could be made available with full view.

When the titles are actually available as full view in Hathi Trus, I hope that you will prepare a nice

press release announcing this partnership. I think that this is a really nice contribution to the profession, and could garner SAA some good will.

Best,  
Peter

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**From:** Teresa Brinati [mailto:tbrinati@archivists.org]  
**Sent:** Friday, July 09, 2010 3:09 PM  
**To:** Peter B. Hirtle  
**Cc:** Nancy Beaumont  
**Subject:** RE: Old SAA publications available online?

Peter-

It's amazing, U/Mich digitizing \*every\* book in its library.

I have browsed the SAA publisher list at <http://catalog.hathitrust.org/Record/000291832> and have been meaning to respond to your message.

Paul Conway originally made the American Archivist Editorial Board aware of this initiative. I shared your message with Peter Wosh, chair of the Publications Board, and he requested a list of books that SAA would want to exempt because we still sell them.

**Attached is a file containing books from that list that SAA would want to exempt.** Although for some books, they are selling at a nominal level, which may not be a reason to exempt 😊

In re-reading your message, I see that you have requested the converse – a list of books that are okay to make available through the Hathi Trust. I'll work on that. In the mean time, let me know what the next steps would be to grant permission to the Hathi Trust.

Best,  
Teresa  
Teresa Brinati  
Director of Publishing

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**Society of American Archivist Publications in HATHI TRUST as of 11 July 2010 for which permission for full view is given**

<b>TITLE</b>	<b>Responsibility statement</b>	<b>MAIN ENTRY</b>	<b>DATE</b>
A glossary of archival and records terminology	Richard Pearce-Moses ; advisors, Mark Greene, Rob Spindler, Diane Vogt-O'Connor ; editorial advisor, Laurie Baty.	Pearce-Moses, Richard.	2005
Encoded Archival Description tag library, version 2002	prepared and maintained by the Encoded Archival Description Working Group of the Society of American Archivists and the...		2003
Encoded Archival Description application guidelines : version 1.0	prepared by the Encoded Archival Description Working Group of the Society of American Archivists.	Society of American Archivists. Encoded Archival Description Working Group.	1999
Developing collaborative structures for expanding the use of university collections in teaching and research	prepared by Elaine D. Engst and H. Thomas Hickerson.	Engst, Elaine D.	1998
Encoded archival description tag library : version 1.0	prepared and maintained by the Encoded Archival Description Working Group of the Society of American Archivists and the...		1998
Encoded Archival Description : context, theory, and case studies	edited by Jackie M. Dooley.		1998
Implementing descriptive standards at the United Church Central Archives : : a case study in automated techniques for archives	[prepared by Jean E. Dryden].	Dryden, Jean E.	1997
Society of American Archivists 1996 salary survey.	Society of American Archivists.		1997
Archival theory, records, and the public	Trevor Livelton.	Livelton, Trevor.	1996
Modern archives; principles and techniques	T. R. Schellenberg.	Schellenberg, T. R. 1903-1970.	1996

Policy and politics : the archival implications of digital communications and culture at the University of Michigan : a case study	prepared by Anne J. Gilliland-Swetland.	Gilliland-Swetland, Anne J.	1996
Archival outlook/SAA newsletter index, 1974-1995	compiled by Diane Asseln Shannon.		1996
Using information technologies to build strategic collaborations : the state of Alabama as a test case : a case study in archives management	prepared by Charles M. Dollar and...	Dollar, Charles M.	1996
Electronic records management as strategic opportunity : a case study of the State University of New York, Office of Archives and Records Management	prepared by Thomas J....	Galvin, Thomas J.	1996
Electronic records management as strategic opportunity : a case study of the State University of New York, Office of Archives and Records Management : teaching notes	prepared...	Galvin, Thomas J.	1996
Prison inmate records in New York State : the challenge of modern government case records : a case study : teaching notes	by Thomas D. Norris.	Norris, Thomas D.	1995
Prison inmate records in New York State : the challenge of modern government case records : a case study	prepared by Thomas D. Norris.	Norris, Thomas D.	1995
Standards for archival description : a handbook : information systems, data exchange ...	compiled by Victoria Irons Walch for the Working Group on Standards for Archival...	Walch, Victoria Irons, 1950-	1994
Advocating archives : an introduction to public relations for archivists	Elsie Freeman Finch, editor.		1994
1999 directory of archival organizations in the United States and Canada.			1994
Libraries & archives : an overview of risk and loss prevention.			1994
Selecting and appraising archives and	by F. Gerald Ham.	Ham, F. Gerald, 1930-	1993

manuscripts			
Preserving archives and manuscripts	by Mary Lynn Ritzenthaler.	Ritzenthaler, Mary Lynn.	1993
A glossary for archivists, manuscript curators, and records managers	compiled by Lewis J. Bellardo and Lynn Lady Bellardo.	Bellardo, Lewis J.	1992
Providing reference services for archives and manuscripts	by Mary Jo Pugh.	Pugh, Mary Jo.	1992
Student assistants in archival repositories : a handbook for managers	by the College and University Archives Section of the Society of American Archivists.		1992
Preservation papers of the 1991 SAA annual conference	compiled by Karen Garlick for the SAA Preservation Section.		1992
Managing archival and manuscript repositories	by Thomas Wilsted and William Nolte.	Wilsted, Thomas.	1991
Arranging and describing archives and manuscripts	by Fredric M. Miller.	Miller, Fredric.	1990
Understanding archives and manuscripts	James M. O'Toole.	O'Toole, James M., 1950-	1990
Arranging and describing archives and manuscripts	by Fredric M. Miller.	Miller, Fredric.	1990
Introduction to the USMARC format for archival and manuscripts control	by Marion Matters.	Matters, Marion E.	1990
Automated records and techniques in archives : a resource directory	Marion Matters, editor ; with chapters by Thomas Elton Brown...[et. al.].		1990
CGAP five-year assessment project : report on archival activity in the United States since publication of Planning for an archival profession	prepared by Victoria Irons Walch...	Walch, Victoria Irons, 1950-	1990
Preservation papers of the 1990 S.A.A. annual conference	compiled by Karen Garlick for the S.A.A. Preservation Section.	Society of American Archivists. Meeting (1990 : Seattle, Wash.)	1990
SAA newsletter index, 1974-1988	compiled by Laura Saegert.	Saegert, Laura.	1990
Automated records and techniques in archives : a resource directory	Marion Matters, editor, with chapters by Thomas Elton Brown ... [et al.] and		1990

	contributions by other members...		
Introduction to the USMARC format for archival and manuscripts control	by Marion Matters.	Matters, Marion E.	1990
CGAP five-year assessment project : report on archival activity in the United States since publication of Planning for an [sic] archival profession	prepared by Victoria Irons...	Walch, Victoria Irons, 1950-	1990
Archives, personal papers, and manuscripts : a cataloging manual for archival repositories, historical societies, and manuscript libraries	compiled by Steven L. Hensen.	Hensen, Steven L., 1944-	1989
Archives assessment and planning workbook	edited by Paul H. McCarthy.		1989
Towards national information systems for archives and manuscript repositories : the National Information Systems Task Force ((NISTF) papers, 1981-1984	David Bearman.	Bearman, David.	1987
Towards national information systems for archives and manuscript repositories : the National Information Systems Task Force (NISTF) papers, 1981-1984	David Bearman.	Bearman, David.	1987
Thesaurus of university terms	developed at Case Western Reserve University Archives by Jill M. Tatem, Jeffrey Rollison.	Tatem, Jill M.	1986
Planning for the archival profession : a report of the SAA Task Force on Goals and Priorities.	SAA Task Force on Goals and Priorities.		1986
Thesaurus of university terms developed at Case Western Reserve University Archives	by Jill M. Tatem, Jeffrey Rollison.	Tatem, Jill M.	1986
MARC for archives and manuscripts : the AMC format	Nancy Sahli.	Sahli, Nancy Ann.	1985
Appraising the Records of modern science and technology : a guide	Joan K. Haas, Helen Willa Samuels, Barbara Trippel Simmons.	Haas, Joan K.	1985
Archives & manuscripts : law.		Peterson, Gary M.	1985

Archives & manuscripts : administration of photographic collections	Mary Lynn Ritzenthaler, Gerald J. Munoff, Margery S. Long.	Ritzenthaler, Mary Lynn.	1984
Native American archives : an introduction	John A. Fleckner ; with a foreword by Dave Warren.	Fleckner, John A., 1941-	1984
Archives & manuscripts : machine-readable records	Margaret L. Hedstrom.	Hedstrom, Margaret, 1953-	1984
The image of archivists : resource allocators' perceptions	prepared for Society of American Archivists, Task Force on Archives and Society, by Social Research, Inc. ; project...	Levy, Sidney J., 1921-	1984
Archives & manuscripts : administration of photographic collections	Mary Lynn Ritzenthaler, Gerald J. Munoff, Margery S. Long.	Ritzenthaler, Mary Lynn.	1984
Information management, machine-readable records, and administration : an annotated bibliography	Richard M. Kesner, compiler and editor.	Kesner, Richard M.	1983
Understanding progress as process : documentation of the history of post-war science and technology in the United States,	final report of the Joint Committee on Archives of...	Joint Committee on Archives of Science & Technology (U.S.)	1983
Archives & manuscripts : conservation : a manual on physical care and management	Mary Lynn Ritzenthaler.	Ritzenthaler, Mary Lynn.	1983
Archives & manuscripts, reprography	Carolyn Hoover Sung.	Sung, Carolyn Hoover.	1982
Evaluation of archival institutions: services, principles, and guide to self-study : report	of the Task Force on Institutional Evaluation, Society of American Archivists.		1982
Archives & manuscripts : public programs	Ann E. Pederson, Gail Farr Casterline.	Pederson, Ann E.	1982
Archives & manuscripts--maps and architectural drawings	Ralph E. Ehrenberg.	Ehrenberg, Ralph E., 1937-	1982
Basic archival workshop exercises	Trudy Huskamp Peterson.	Peterson, Trudy Huskamp, 1945-	1982
Basic archival workshops : a handbook for the workshop organizer	Thomas C. Pardo.	Pardo, Thomas C.	1982

Archives & manuscripts : an introduction to automated access	H. Thomas Hickerson.	Hickerson, H. Thomas.	1981
A select bibliography on business archives and records management	Karen M. Benedict, compiler and editor.	Benedict, Karen M.	1981
Management of archives and manuscript collections for librarians	Richard H. Lytle, issue editor.		1980
Religious archives : an introduction	August R. Suelflow.	Suelflow, August Robert, 1922-	1980
The WPA Historical Records Survey : a guide to the unpublished inventories, indexes, and transcripts	compiled by Loretta L. Hefner.	Hefner, Loretta L.	1980
Archives & manuscripts : exhibits	Gail Farr Casterline.	Farr, Gail E.	1980
A directory of state archives in the United States	compiled by Frank R. Levstik.	Levstik, Frank.	1980
Archivists and machine-readable records : proceedings of the Conference on Archival Management of Machine-Readable Records, February 7-10, 1979, Ann Arbor, Michigan	edited by...	Conference on Archival Management of Machine-Readable Records Ann Arbor, Mich.)	1980
Guidelines for college & university archives.			1979
College and university archives : selected readings.			1979
Business archives : an introduction	Eddie Hedlin.	Hedlin, Edie.	1978
Access to the papers of recent public figures : the New Harmony conference	edited by Alonzo L. Hamby and Edward Weldon.		1977
Archives & manuscripts : appraisal & accessioning	Maynard J. Brichford.	Brichford, Maynard J.	1977
Archives & manuscripts : arrangement & description	David B. Gracy II.	Gracy, David B.	1977
Archives & manuscripts : security	Timothy Walch.	Walch, Timothy, 1947-	1977
Archives & manuscripts, reference & access	Sue E. Holbert.	Holbert, Sue E.	1977
Inventories and registers : a handbook of techniques and examples : a report of the	Society of American Archivists. Committee on Finding Aids.		1976



Committee on Finding Aids.			
Modern archives and manuscripts : a select bibliography	compiled by Frank B. Evans.	Evans, Frank Bernard, 1927-	1975
Directory of State and provincial archives.			1975
Forms manual	prepared by the College and University Archives Committee of the Society of American Archivists.	Society of American Archivists. College and University Archives Committee.	1973
A glossary of basic terms for archivists, manuscript curators, and records managers	compiled by Frank B. Evans, Donald F. Harrison [and] Edwin A. Thompson ; edited by William...		1973
Reader for archives and records center buildings.		Gondos, Victor, 1902-	1970
A preliminary guide to church record repositories.		Suelflow, August Robert, 1922-	1969

## SERIAL PUBLICATIONS

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Directory of consultants. 1900  
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Directory of State and provincial archivists and records administrators. 1961  
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SAA newsletter. 1900  
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January 1993 (original from University of Michigan)  
1993 (original from University of Michigan)

SAA yellow pages : directory of individual members.

Society of American Archivists.

1900

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