I&A Steering Committee  
2016 January 13  
Conference Call

Last Meeting Follow-up:

1) Research Team Infrastructure, Advocacy Protocol, and Advocacy Overview Template drafts—everyone provided comments on the documents.
2) Wordpress website (Christine). Ready to go, with a “welcome” post, a “Steering Share” from our Chair, and a blog from Project ARCC. Advocacy Toolkit will be included. SAA “In the Loop” editor will be notified. [Launched January 7]
3) Models of Practice (Wendy). Research Team sign-ups—added “sign up for ONE team.” Continues to confer with SAA leaders about Research Teams. Met with RAAC chair (Rachel) to discuss collaborating on updating our Advocacy Toolkit; and a pilot CAAP/COPA/I&A/RAAC joint meeting in March (to occur biannually).

New Business: 

A. Research Team Pilot—feedback and next steps.
   a) The drafts (see #1 above) were discussed; Wendy will revise as needed.
   b) Leaders for each team: News Monitoring & Awareness—Professional Associations (Tara); News Monitoring & Awareness—News Media (Jeremy); Legislators #1 (Wendy); Legislators #2 (Sarah); Legislators #3 (Laurel); News Monitoring & Awareness—On-Call #1 (Christine); News Monitoring & Awareness—On-Call #2 (Alison).
   c) Legislators teams—confer with SAA re: which legislators, what to document, and where/how to document.
   d) Draft an email for recruiting research team members; sent to I&A listserv; two-week deadline for volunteers to sign up.

B. Advocacy Protocol and Advocacy Overview Template (for I&A members).
   a) The drafts (see #1 above) were discussed; Wendy will revise as needed.
   b) Create a form for the Advocacy Protocol on both the Wordpress site (https://issuesandadvocacy.wordpress.com/) and the SAA microsite (http://www2.archivists.org/groups/issues-and-advocacy-roundtable).

C. RAAC meeting update.
   a) RAAC’s Advocacy Subcommittee wants to partner with I&A to update our Advocacy Toolkit.
   b) A project for SAA students and/or new professionals? Two from RAAC? Two more from I&A? Finish update by summer.

D. I&A program for our business meeting at 2016 SAA Annual Meeting (Atlanta).
   a) We brainstormed topics and formats; decided on “Great Advocates” in SAA history.
   b) Wendy will draft a blurb for review; due February 16; is Archives History Roundtable interested?

E. Wordpress website—we’re getting traffic; Christine recruited another “Archivists on the Issues” post.