

**Society of American Archivists
Publications Board
Virtual Meeting | February 11, 2022**

MINUTES

In attendance: Stacie Williams (Publications Editor and Publications Board Chair), Sarah Coffman, Sarah Demb, Kristin Harpster, Colleen Hoelscher, Sarah Keen, Dana Lamparello, Monika Lehman, Yvette Ramirez, and Cyndi Shein; *ex officio* members Dominique Luster (Council Liaison) and Amy Cooper Cary (*American Archivist* Editor); and SAA staff members Teresa Brinati and Abigail Christian.

Unable to attend: JoyEllen Williams

I. REVIEW OF REVISED PROPOSAL + PEER REVIEW

Remedy, Rectify and Reconstruct: Case Studies in Inclusive and Reparative Archival Description Efforts

- a. Overall, the Board had consensus to accept this proposal with minor revisions. The Board's main concern was ensuring that there was diversity represented among the contributors—are contributors from the communities that are being talked about represented?—as well as clarity on the proposers' process for selecting contributors.
- b. The revised proposal will be in a Google doc so that Board members can comment together on what changes have been made and what hasn't been changed, per our new process.
- c. The profession's and archival literature's general makeup leans largely toward academic and university archivists, which has a specific culture of peer review and criticism that may feel alienating to archivists who aren't part of that culture who submit proposals. Overall, Williams believes that the Board has been submitting thoughtful, critical feedback. The length and comments have seemed appropriate, but feedback about our peer review process is good to keep in mind. The Board discussed thoughts about how it might better communicate peer review:
 - i. A reminder that the peer review form does include space for comments to be shared just among the Board members and Publications Editor and not
 - ii. One suggestion comes from someone's experience from another journal: Include language at the top of the review form to remind the reviewer that the goal is to support potential writers and share helpful comments for improvement, which may help reviewers shift to a more positive mindset. Similar language aimed at the proposer might be good to include as well to remind them this is intended as supportive feedback.
 - iii. Board members discussed tweaking the questions on the peer review for tone. It would be good to review the document with this in mind as its about six years old at this point. It would be worth asking a few authors what was helpful and how they perceived the process so that the document includes user perspective more.

TO DO #1 (Williams): Put together a sub-group to review document and make recommendations. If interested, let Stacie know.

II. PUBLICATIONS PROGRAM EVENTS THIS SPRING

- a. *Archival Virtue* will have a virtual book launch event featuring a “fireside-style chat” with Jennifer Meehan and author Scott Cline, to take place on Thursday, April 21, noon CT.
- b. Williams and Cooper Cary will facilitate a forum on Peer Review. This event will take place Thursday, May 19, noon CT.
- c. The One Book, One Profession event featuring *Reference and Access with Archives and Manuscripts* will feature author Cheryl Oestreicher as well as a panel of reference archivists. This event is TBD.
- d. *Managing Business Archives*, edited by Sarah Polirer, was just published. A book launch event will be planned to take place after June.

III. **AUDIT OF SAA TITLES** – Stacie Williams, Sarah Coffman, Yvette Ramirez

- a. The audit will look at current and forthcoming books and consider how many books we have exploring different topics and who is authoring these books. The team will complete the data collection, present a report at the Board’s meeting during the SAA conference, and facilitate a conversation about what books the Board should pursue next and in what areas it can encourage knowledge production.