

## **SAA Records Management Section Report 2024-2025**

### Steering Committee Members:

Sophia McGuire, Chair

Autumn Oakey, Vice Chair

Danielle Hall

Daria Labinsky

Hillary Gatlin

Christine Zielinski

Liaison: Krystal Appiah

The Steering Committee completed four events over the 2024-2025 year.

- November 22, 2025: The Value of a Certificate Program
  - We hosted two guests, Pari Swift, University Records Manager at The Ohio State University, and Michelle Ganz, Director of Archives at the Dominican Sisters of Peace. Pari discussed obtaining the Certified Records Analyst & Certified Records Manager certificates, while Michelle discussed her experiences earning the Certified Archivist certificate. Other certificates, including the Digital Archives Specialist (SAA) and GARA Certificate (NAGARA) were also discussed. The coffee chat had approximately 50-60 attendees.
- January 28, 2025: *The Emotional Impacts of Records & Archives Work*
  - Steering Committee member Danielle hall opened the conversation and attendees were invited to share and discuss their challenges in the field, whether related to work environments or dealing with difficult materials. This chat had around 30-35 attendees.
- March 6, 2025: Caregiving
  - This chat focused on different aspects of caregiving. We hosted Jen Haney Conover and share perspectives on parenting, caring for elders, and balancing caregiving with responsibilities as records managers and archivists. This coffee chat had fewer attendees, with about 12 people attending, but it created ample space for discussion and sharing experiences.

- April 24, 2025 – Annual Colloquium
  - The RMS held its annual colloquium, which lasted about 90 minutes and had 123 participants. There were three presentations: University of Cincinnati's Johnathan Kirkwood presented *Three Degrees! Records Management Education at the University of Cincinnati*; Alston Cobourn & Zachary Dale from East Carolina University presented *Progress Made: A Records Management Year in Review*; and Victoria Roedig of the Town of Queen Creek, AZ co-presented with Lily Meier, a student at the University of Arizona, *Beyond the Box: Preserving Rim Talent as Carefully as we Preserve our Records*.
  
- Finally, our Annual Business Meeting was held July 28, 2025. The annual meeting discussed the current federal administration's budget cuts and layoffs, and the impacts on federal workers and the records & archives community. The annual meeting had approximately 38 participants.

None of the coffee chats were recorded to encourage candid discussion and help attendees feel comfortable. The RMS regularly posted its updates to its blog, found here: [The Schedule – A Blog for the Society of American Archivists' Records Management Section](#)

## SAA Strategic Plan

### Goal 2: Enhancing Professional Growth

- The RMS Committee has worked hard to contribute to the professional growth of other records manager by creating space for discussion on the value of certificate programs. We understand that there are many certificate programs available for records managers and wanted to give people a chance to learn about opportunities and the pay off for getting certifications like the becoming a certified records analyst or manager and achieving the digital archives specialist achievement.

### Goal 4: Meeting Members' Needs

We also worked to meet members needs by creating a space for records mangers to recognize the emotional weight that records managers are often faced with in their work. Additionally, we had discussions about being records managers while being primary caregivers for family members. These discussion brought attention to the emotional and personal needs of records managers.

## SAA Annual Meeting

Number of attendees: 38

Link to meeting minutes: <https://saarmrt.wordpress.com/2025/03/24/saa-rms-annual-colloquium/>

Summary of meeting activities and highlights: The annual meeting discussed the current federal administration's budget cuts and layoffs, and the impacts on federal workers and the records & archives community. The annual meeting had approximately 38 participants.

### SELF-ASSESSMENT

How would you describe the health or energy of the group, and how engaged are the members?

We have had a few long-term committee members leave the steering committee, but we have a new group of energized individualized that are ready to maintain our coffee chats and continue the creation of space for records managers in a variety of capacities.

Did the component group's leadership encounter any challenges in achieving its goals for the year?

I think overall we achieved many of our goals through the maintenance of our coffee chats and interactions with many individuals through the development of these spaces.

What suggestions do you have for the SAA Council and staff that might help address these challenges in the coming term?

N/A

What questions or concerns do you have for the SAA Council and staff?

N/A