

Society of American Archivists
Description Section Meeting
August 9, 2012
Meeting Minutes

I. Welcome, introductions and general business

- Vice Chair Jennifer Meehan opened the meeting and welcomed everyone. Chair Joyce Chapman was unable to attend.

II. 2011-2012 Election Results

- Meehan announced the results: Kiera Dietz, vice-chair/chair-elect; Patricia Rettig, secretary; Diana Belden, Steering Committee member-at-large (one-year term); and Jaime Margalotti, Steering Committee member-at-large (two-year term).

III. Description Expo

- Jennifer Meehan discussed this year's Description Expo, which features new and innovative projects.
- There were 11 submissions this year from a variety of institutions

IV. Lightning Talks

- Immediate Past Chair Jerry Simmons introduced the Lightning Talks. The Steering Committee decided to implement this format this year instead of the traditional program, which usually featured one speaker. This format will allow more exchange of ideas amongst the members. The presenters responded to the Steering Committee's call for presenters and were invited after a review process.
- The program included these presenters and topics:
 - "Forget About the Backlog: Surfacing Accessions Using Archivists' Toolkit" Audra Eagle Yun, University of California, Irvine
 - "The Visual History Archive (VHA): Access Through Indexing" Donna D. Casey, USC Shoah Foundation Institute, ITS
 - "Putting library data into Wikipedia" Merrilee Proffitt, Senior Program Officer, OCLC Research
 - "Case study on collaborating with a researcher to describe an unprocessed collection" Ruth Bryan, University of Kentucky Special Collections
 - "Crowd-Sourcing Tags and Transcriptions for Use in AT Searching" Martha Bace, Assistant Professor, Processing Archivist, University of Alabama, W.S. Hoole Special Collections Library
 - "FRBR and archival description" Jinfang Niu, University of South Florida
 - "Disruptive Components: Reimagining Archival Access Systems at the Princeton University Library" Regine Heberlein, Department of Rare Books and Special Collections, Princeton University
 - "We put our "stuff" on the Web, did anybody notice? Google Analytics for archives" Michelle Belden, Access Archivist at Penn State University

V. Announcements and Reports from Subcommittees, Liaisons and other groups

Mike Rush: TS Encoded Archival Description

Updated the section on EAD revisions

- Since last year's annual meeting, the subcommittee has gone through the public's comments. They met for 3 days in March 2012 to discuss them.
- An alpha version is scheduled for release in late October
- January 15 is the deadline for the release of the beta version. They will then take comments for about a month and make final changes in the spring.
- July 1—hope to release the final version

Gordon Daines: Technical Subcommittee (TS) Describing Archives: a Content Standard (DACS)

- New version has been released ; the committee is taking comments until September 15
- Changes: moved items from Chapter 9 into Part I; refocused Part II on authority records and provided augmented rules.

Jerry Simmons: EAC Scholarships

- To date, 3 people have received scholarships to EAC workshops
- Look at the SAA Continuing Education website for more information

John Chapman: OCLC Research

- Discussed the handout "Mobilizing Unique Materials," which is also a page on the OCLC website:
<http://www.oclc.org/research/activities/mum.html>
- ArchivesGrid reps will have a booth in the exhibit hall

Matthew Beacom for Jennifer Schaffner: RBMS

- Reviewed the RBMS preconference held in San Diego in June
- Next RBMS preconference is in Minneapolis
- Methods and Assessment Task Force article will be in the next RBMS publication
- Putting together a diversity toolkit, which will be presented at the Librarians of Color conference in 2013
- Guidelines on loaning and borrowing materials is going through the process of being an accepted standard for SAA

Jennifer Meehan for Diane Ducharme: Descriptive Cataloging of Rare Materials (DCRM-MSS)

- Single-item, post-1600 manuscripts cataloging manual editorial committee has met several times and created draft text for areas 1-7
- (Full report is posted on the Description Section website)

VI. Closing

Jennifer Meehan made a few closing comments and encouraged member to get in touch with her. She's looking for suggestions/comments for next year's meeting since this new format seemed so successful. She's also interested in ways to work with other groups within SAA.

Submitted
Donnelly Lancaster Walton
Section secretary