

SNAP Steering Committee 2015-2016

Meeting #4: Tuesday, March 1 2016

Location: Skype

Time: 8:00pm EST

1. Chair announcements

- **Fulbright webinar update: March 14**

Natalie Bauer, a Fulbright scholar in Mexico, has asked SNAP to advertise the webinar to drum up LIS applicants. Awaiting announcement at time of meeting. (Sam sent out to SAA Student and SNAP listservs on March 5. Social Media team advertised on March 7.)

- **Update on Student Chapter Guide**

A Google doc with a suggested structure has been shared with contributors (March 1 is deadline for feedback.) Different chapters will be responsible for particular sections, SNAP will provide first feedback and SAA will provide second feedback. This idea was developed when steering committee members Kelly, Holly, and Sam spoke with Chapter leaders at the 2015 Society of American Archivists conference. The Guide will be premiered at the 2016 SAA conference. Additional officers can be looped in if they are interested.

- **Update on SAA 2016 preparations (Lunch Buddy program, meeting description)**

Sam submitted a SNAP Roundtable meeting description to Felicia Owens. The Lunch Buddy spreadsheet is now ready to be posted in the preliminary program. Sam encouraged all steering committee officers to lead a Lunch Buddy outing (food related or not) since there was a drop in participation last year.

2. Ex Officio updates

- **Social media (Ariadne/Elena)**

February's chats included the role of mentors and mentorship programs, mental health of students and new professionals, and a joint chat with the College and University Archives Section. The SM team has tried to increase student participation in joint chats. So far professionals are the most active participants and are having good conversations. The chats for March are an SAA Student Chapter chat, archivist and technologist collaboration, and SAA 2016 Career Center chat. The social media team worked with Adrienne to develop and announce the student chapter chat. Steering committee members were encouraged to send in their chat topic ideas.

- **Blog (Holly/Lily/Anna)**

The blog team has started to feature SNAP's annual candidate interviews (many

have good ideas for engaging earlier career archivists.) Lilly has received good interest in writing student guest posts. Anna currently has more new professional posts than days available to post them; a good problem to have!

- **Website (Colin)**

Discussed proposed microsite changes [[See addendum](#)]

Colin would like to provide a resources section on the microsite, which may include links to resources such as blogs (created by the steering committee or not.) Photos and audiovisual material are also possible to include (conference photos suggested. He encouraged steering committee members to send in resources.)

Sam reported that Simply Money approached SAA about providing a link to their student financial aid/planning services. SAA leadership did not take them up on this and referred them to us. SNAP Steering Committee members agreed not to include a link to their services on our SAA microsite.

- **Student chapter coordinator (Adrienne)**

No questions from student chapters were provided for the upcoming Student Chapter chat. She noted that some of the contact information on the chapter spreadsheet (created fall 2015) is outdated. Sam shared that the Student Chapter Coordinator position has been dormant for 4 years, so SAA may be less connected to student chapters than before. She also suggested contacting chapters through Twitter, as some seem quite active. This would be a good way of asking students what else SAA could provide for them.

Adrienne asked about local resources similar to the SAA Lunch Buddy spreadsheet, seeing this as a real need. Sam mentioned that the SAA key contact program may serve this need and its development is currently underway. When the program is finalized, this is something that we will share on the SNAP/ student listserv.

3. No task force updates. Task forces underway include:

- Conference accommodations
- SAA 2016 swag crew
- Communication survey review
- Bylaw review
- Election Group
- Annual meeting program group

4. General discussion/Q&A with SAA Council Liaison, Lisa Mangiafico

- Lisa told us about her professional background, the role of the SAA Council, and her duties as Council Liaison.

- She described herself as an archivist by training who has morphed into a non-profit association senior manager during the last 7-8 years.
- 3 new SAA members are elected to the SAA Council each year. The Council includes 9 persons. They focus on the financial wellbeing of SAA, meeting SAA's strategic plan, overseeing the work of the SAA Executive Director (who oversees the rest of the staff.)
- Council Liaisons are the link between SAA members and the Council. Every Council member is responsible for 5-9 groups. Lisa chose SNAP because saw this as a dynamic group, growing themselves from the beginning.
- **Questions from steering committee members:**
 - Updates on affinity group reorganization? (No)
 - Other groups she works with as a Liaison? (Acquisitions & appraisal, Religious, Architecture, Issues & Advocacy, Lone Arrangers [until filled,] Women, Intellectual Property)
 - How to make the best use of our time as Steering Committee members? (Urged us to do work that appeals to us and inspires us to do something. She balanced this with a reminder to say "no," if we will not have the time to participate in something.)
- **Diversity/Inclusion in SNAP**
 - SNAP Blog team has conversations regarding the meaning of diversity whether SNAP is representing marginalized groups.
 - Lisa shared that there are plans for a workshop at the 2016 SAA conference (it will be "ten-fold" at next year's meeting.) The November Council meeting included a half-day pilot of the diversity workshop, spearheaded by Helen Wong Smith (who works with native Hawaiian collections.)
 - SNAP Social Media team invites all students to participating and contribute their questions and hopes to hold a joint Diversity chat. They will focus on developing more strategies, perhaps retweeting discussions of interest and highlighting collections and institutions focusing on marginalized groups.
 - Sam mentioned that the Elections task force also has the opportunity to recruit diverse candidates. Lisa encouraged the task force to reach out to people from their graduate programs, as well as local communities (to help increase the diversity of type of work, as SAA is currently heavy in academic archives.)
- **General Discussion with SAA Staff Contact, Felicia Owens**
 - Felicia introduced herself and shared her current work of interest to SNAP..

- Graduated in 2015, so is familiar with student concerns.
 - Felicia recently launched an SAA Student Chapter President listserv. She encouraged steering committee members to focus on ways SAA can help student chapters. The SAA swag task force should send their requests for badges to her ASAP. She mentioned that the new SAA website should be launched in the next month or two.
 - Felicia is SNAP's main contact on SAA Staff and may be reached through fowens@archivists.org.
- **No advocacy concerns for students/new archives professionals were brought up at the meeting.**
- **Upcoming issues/deadlines/ conferences**
 - Anna Trammell at MAC (will write guest SNAP blog post)
 - Emily Lapworth and Emily Minehart (likely) at SCA AGM
 - Holly Croft at SNCA/SCAA
 - Sam Winn at ARLIS/ VRA
 - Ariadne Rehbein at HASTAC

SNAP Program of Work

(Please make any necessary revisions regarding your participation)

Appointments Committee

Christy, Emily M, Holly, Sam

Archival Literature Reading Group / Guided listserv discussion

Anna, Ari, Christy, [Colin], Holly, Rachel

By-laws review and update -- look for this after Jan.

Christy, Emily L, Rachel, Sam

Conference "medics"

Kelly and Sam

Conference accommodations committee

Elena, Holly, Kelly

Conference swag crew

Elena, Kelly, Ariadne (buttons!)

Guide to starting and maintaining student chapters

Elena, Emily M, Holly, Rachel, Sam

Internship Index (are we keeping this?)

Colin, Rachel I'm not really passionate about this one. Not sure it would be worth the trouble.

-Rachel

Program committee for RT meeting

Anna, Ari, Emily L, Holly, Rachel, Sam

Regional get togethers/meet ups

Emily L (Las Vegas), Holly (NC), Rachel (FL), Kelly (MI)

Review communication survey

Ari, Emily L, Holly, Rachel, Sam

Web conference

Christy, Colin, Emily L

Webinar series

Ari, Emily L, Rachel

Liaison Roles

Adrienne

Anna

Ari

Electronic records section, EAD RT, Public Library Archives/Special Collections RT

Christy

Program committee, College & University Archives Section, Reference/Access/Outreach Section, Issues & Advocacy RT, Lone Arrangers RT, Records Management RT, Women Archivists RT (Kelly)

Colin

Elena

Emily L

Metadata and Digital Object RT (Ari), Performing Arts RT (Lily), Privacy & Confidentiality RT,

Emily M

Description Section, Manuscript Repositories Section, Collection Mgmt Tools RT,

Holly

Committee on Advocacy and Public Policy (Lily), Host Committee, Preservation Section, Congressional Papers RT,

Kelly

Committee on Public Awareness, Diversity Committee (Sam), Lesbian & Gay Archives RT, Web Archiving RT, Women Archivists RT (Christy), Women's Collections RT,

Lily

Committee on Advocacy and Public Policy (Holly), Finance Committee, Acquisitions & Appraisal Section, Oral History Section, Human Rights Archives RT, Performing Arts RT (Emily L), Recorded Sound RT, Cultural Heritage Working Group (Rachel), Intellectual Property Working Group (Rachel)

Rachel

Committee on Ethics & Professional Conduct, Student Chapters, Cultural Heritage Working Group (Lily), Dictionary Working Group, Intellectual Property Working Group (Lily)

Sam

Committee on Education, Diversity Committee (Kelly), Membership Committee, Architectural Records RT, Archival Educators RT, Archivists & Archives of Color RT, International Archival Affairs RT, LACCHA RT, Career Center, SAA Council, SAA Staff

[No one yet]

Archivists of Religious Collections Section, Business Archives Section, Government Records Section, Museum Archives Section, Visual Materials Section, Archival History RT, Archives Management RT, Labor Archives RT, Local Government Records RT, Military Archives RT, Native American Archives RT, Research Libraries RT, Science/Technology & Healthcare RT, Security RT, Visual Materials Cataloging & Access RT

Colin's email of Jan 3

Hello Steering Cmte,

For those of you who were unable to make the meeting last month, I presented on some possible updates we might make to the SAA microsite to make it a more rich and useful resource to SNAP members - currently the site is pretty much only used to document our activities by posting meeting minutes, news items, etc. I looked at what all of the other sections and roundtables do with their microsites and compiled a list of some more potential uses. The ideas fall into two main categories: resources aimed at both existing members as well as those interested in learning more about the archival profession; more ways we can document the RT and make that documentation more widely available.

Resources

- bibliographies
- guides/best practices/standards/protocols
- toolkits, elevator speeches
- Links/Networks
- repository profiles
- websites of interest
- directory
- relevant professional organizations, institutions

Documenting the RT

- List of upcoming and past events
- newsletters
- task force reports
- goals, strategic plans
- photo galleries

These are just a handful of ideas - I welcome any further ideas as well as comments on specific items on this list. Obviously, we don't need to do all of these, and I would prefer to put our time and energy fully into a few new initiatives for the site rather than spreading ourselves too thin. I also know that pursuing any of these new sections for the site will take work and effort, and I will take full control over anything we decide to add to the site as the web liaison. Let me know what you think will be most beneficial - perhaps at the next steering committee meeting we can decide on a few of these things to add to the site, or if there is general consensus I can work on a couple things before that meeting as well. Thanks, and have a happy new year!

Best
Colin