

Society of American Archivists
Science, Technology and Health Care Roundtable
Hilton Atlanta

MINUTES FOR **ROUNDTABLE** MEETING - 5 August 2016, 7:30-9:00 am
Grand Ballroom West

- 1) Co-Chair Todd Kosmerick welcomed everyone to the meeting.
- 2) Kris Kiesling reported on the following [actions](#) taken by SAA Council
 - a. Affinity group changes:
 - i. SAA will eliminate the distinction between sections and roundtables.
 - ii. SAA members may join as many groups as they choose; nonmembers may be list participants on up to three discussion lists.
 - iii. All groups will be required to:
 1. Have standardized bylaws.
 2. Submit information about the group's annual meeting by Mar. 1.
 3. Conduct an online election annually, with submission of a slate of candidates by June 1.
 4. Submit an annual report and complete leader roster by Sept. 1.
 5. Respond to Council requests for research, advice, and expert comments.
 - iv. New groups may be formed as they are now, with submission of a petition signed by 100 SAA members.
 - v. Groups may be discontinued if they don't meet one or more of the above requirements. This will happen only following significant discussion with the group leaders.
 - vi. SAA staff will investigate association software options to support more robust online communities.
 - b. SAA will be looking at standards on metadata and digital practice.
 - c. Council approved a revision to the SAA Statement on Diversity and Inclusion.
 - d. Council approved an Information Brief on Archives and the Environment.
- 3) Motions were made to approve the roundtable's minutes from 2015. Members present voted on approval.
- 4) A few moments were taken to remember Joan Echtenkamp Klein, who passed away in December 2015. Joan had been the STHC newsletter editor and was active in the roundtable for many years. Jodi Koste announced that on August 3 friends and colleagues of Joan held a brief tribute to remember and honor her.
- 5) *Archival Elements* (STHC newsletter): Dawne Lucas gave the report for newsletter editor Gabrielle Barr, who was unable to attend SAA this year. There was a discussion on recommendations proposed by Barr and/or the Steering Committee:
 - a. Steering Committee will review the guidelines regarding word limits, article submission deadlines, and other criteria

- b. Revised guidelines will be posted on the STHC website
 - c. Articles will be accepted from both SAA members and non-SAA members
 - d. Steering Committee will explore ways to highlight students and new professionals as a way to spotlight rising archivists
 - e. One meeting attendee suggested that part of the newsletter be published on a rolling basis throughout the year on the STHC website.
- 6) STHC website report: Polina Ilieva reported that the website is working well.
- 7) STHC listserv report: Todd Kosmerick reported that there are approximately 400 listserv members and 90 messages/replies were sent between now and last meeting. In 2014-2015 there were 361 members and 106 messages. Todd encouraged all roundtable members to post messages about speaker series, new exhibits, new collections, etc.
- 8) Todd Kosmerick introduced the STHC Steering Committee members who were present. He indicated the election results and that Polina Ilieva will be the new co-chair, and he introduced Myles Crowley as the new web liaison and Chris Ryland as the new At-Large Steering Committee member.
- 9) Old Business
- a. HIPAA resource page and MHL/AAHM initiative: Polina Ilieva announced that she is liaison to the ALHHS (Archivists and Librarians in the History of the Health Sciences) and that anyone who has information about HIPAA and wants that information included on the [HIPAA resource page](#) should contact her. She announced that the [Medical Heritage Library \(MHL\)](#) is pleased to announce that the [American Association for the History of Medicine \(AAHM\)](#) has approved the formation of an Ad Hoc Committee on Patient Records. The Committee, to be chaired by Susan Lawrence (Department of History, Ohio State University), will partner with the MHL to devise strategies for enhancing public and institutional awareness of the challenges faced by both researchers and special collections and archival repositories to capture, analyze, provide access to, and preserve momentous changes in 19th, 20th, and 21st century health care and medical research. Committee work will be of interest to SAA members who manage collections containing protected health information, support the work outlined in the SAA Council-approved 2014 [issue brief on the Health Information Portability and Accountability Act](#), and are working to improve access to collections through efforts such as those espoused in [“Recommended Practices for Enabling Access to Manuscript and Archival Collections Containing Health Information about Individuals”](#), which was authored as a product of the MHL’s CLIR-funded grant, Private Practices, Public Health: Privacy-Aware Processing to Maximize Access to Health Collections. The Committee’s goal is to bring multiple stakeholders together to advocate for a common commitment to inform policy makers, institutional leaders, and the public about the insights that depend upon a robust historical record of the medical and health experiences of patients, caregivers, and family members in a range of encounters, such as doctors’

offices, hospitals, and public health clinics. While the emphasis is on patient records, the Committee will address the work that must be done to enable access to all types of records containing protected health information about individuals in all types of repositories, HIPAA-covered or otherwise. To be added to a list of individuals interested in this initiative, and to learn more about opportunities to participate as the Committee gears up, please send an email to Hanna Clutterbuck, Project Coordinator, Medical Heritage Library, at hanna_clutterbuck@hms.harvard.edu.

- b. Todd Kosmerick reiterated some of the affinity group changes that Kris Kiesling outlined earlier. From now on STHC will be a “section” and not a “roundtable.” Once SAA has developed the bylaw template, changes may need to be made in the STHC bylaws to bring them into compliance. The membership will be notified of these changes.
- 10) New Business - Diversity and Inclusion: Todd Kosmerick initiated a discussion of SAA’s Statement on Diversity and Inclusion and a panel discussion that had been held on that topic at SAA’s Leadership Forum.
- a. Andrew Lippert suggested that members identify underrepresented or forgotten “superheroes of science” in collections and write blurbs about them for the listserv or *Archival Elements*.
 - b. Someone suggested spotlighting new professionals in the listserv or newsletter might be a way to foster inclusion.
 - c. Polina Ilieva suggested that interns could be asked to write stories about archives and what they did during their internships.
- 11) Program/session ideas for 2017: Polina Ilieva proposed a session on collections of science in the modern age, and she suggested the Oregon Health and Science University archives for a tour or for the program portion of the 2017 STHC meeting. She will reach out to OHSU to organize these events.
- 12) STHC Roundtable Program: Mary Hilpertshauser, the Historic Collections Manager of the David J. Sencer CDC Museum at the Centers for Disease Control and Prevention gave a presentation on the museum’s history, its collections, and its educational programming.
- 13) Todd Kosmerick adjourned the meeting.