

**Technical Subcommittee for Encoded Archival Description (TS-EAD)
Report, 2011 Society of American Archivists Annual Meeting**

The Technical Subcommittee for Encoded Archival Description is happy to report a busy and successful year of work focused on beginning the process of revising EAD.

Following our meeting at last year's SAA Annual Meeting, TS-EAD had five primary goals:

1. Establish a timeline for the revision of EAD
2. Issue a call for comments
3. Pursue funding to support the revision
4. Schedule a working meeting
5. Plan a forum on the revision of EAD at the 2011 SAA Annual Meeting

TS-EAD established the following timeline for the revision of EAD. The timeline is tentative and may be subject to change as the revision process proceeds.

- October 2010: Call for comments
- February 28, 2011: Deadline for comments
- August 2011: Discussion forum at SAA Annual Meeting
- Spring 2012: Working meeting of TS-EAD
- December 2012: Release of draft schema for testing and comment
- August 2013: Publish revised version

TS-EAD issued a call for comments on the revision of EAD in October of last year. The call for comments was sent to twenty-seven email lists of related interest internationally. Comments were received through a form on the SAA website and via email. The comment period concluded on February 28, 2011, and resulted in 127 comments. The submissions received during the comment period were compiled into a spreadsheet and made available via the SAA website.

TS-EAD applied for and received funding support from the Gladys Krieble Delmas Foundation, the National Endowment for the Humanities, and the Nationaal Archief of the Netherlands. With the generous support of those three groups, TS-EAD and the Schema Development Team will meet for a three-day working meeting to review the received comments, discuss other necessary changes, and agree on the functional requirements for a revised version of EAD on March 7-9, 2012, at the Beinecke Rare Book and Manuscript Library at Yale University in New Haven, Connecticut.

In conjunction with the EAD Roundtable, TS-EAD will host a forum on the revision of EAD at the SAA Annual meeting, from 5:30 to 8:30 on Wednesday, August 24, 2011, at the Hyatt Regency Chicago, Columbus G/H. The revision forum agenda includes a report on tag usage research by Kathy Wisser and Jackie Dean; presentations by members of TS-EAD and the Schema Development Team on the comments received, likely changes, and technical possibilities and considerations; and ample opportunities for questions and discussion.

TS-EAD's agenda for the upcoming year will focus on preparing for the working meeting, agreeing on the changes necessary in EAD, and assisting the Schema Development Team to begin writing the updated standard.

TS-EAD will hold its second annual meeting on Wednesday, August 24, 2011, from 9 AM to 12 PM, at the Hyatt Regency Chicago, Columbus C/D. The agenda for the meeting is as follows:

TS-EAD meeting agenda:

- Minutes and actions
 - Library of Congress EAD site report (Glenn)
- Working meetings
 - Review funding
 - Establish timeline for working meeting prep

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- Plan for TS-EAD Working Meeting (March 7-9, 2012)
- Plan for Schema Development Team Working Meeting (Date TBD)
- Review revision process
 - Have we done enough to solicit input? Do we need to pursue webcasts or other venues?
 - Agree on how to manage comments received
 - Discuss comments received, how they relate to our thoughts
 - Continue our discussion of revision

Respectfully submitted by Michael Rush and Bill Stockting, TS-EAD co-chairs, August 2011.

TS-EAD Members:

Michael Rush, Co-Chair (Yale University)
Bill Stockting, Co-Chair (British Library)
Michael Fox (Minnesota Historical Society)
Kris Kiesling (University of Minnesota)
Angelika Menne-Haritz (Bundesarchiv)
Kelcy Shepherd (University of Massachusetts Amherst)
Claire Sibille-de Grimouard (Direction générale des patrimoines)
Henny van Schie (Nationaal Archief / Bibliotheek)
Sharry Watson (Provincial Archives of Alberta)
Bradley Westbrook (University of California, San Diego)
Karin Bredenberg, ex officio, Schema Development Team (National Archives of Sweden)
Terry Catapano, ex officio, Schema Development Team (Columbia University)
Michele Combs, ex officio, Schema Development Team (Syracuse University)
Marcy Flynn, ex officio, Standards Committee (Silver Image Management)
Glenn Gardner, ex officio, Library of Congress (The Library of Congress)
Mark Matienzo, ex officio, Schema Development Team (Yale University)
John Nemmers, ex officio, EAD Roundtable (University of Florida)
Cory Nimer, ex officio, Standards Committee (Brigham Young University)
Daniel Pitti, ex officio, Schema Development Team (University of Virginia)
Merrilee Proffitt, ex officio, OCLC Research (OCLC Research)
Salvatore Vassallo, ex officio, Schema Development Team (University of Pavia)
Katherine Wisser, ex officio, EAC Working Group (Simmons College)