

Visual Materials Section

Society of American Archivists

Three-Year Plan, 2022-2025

Effective August 1, 2022

Society of American Archivists (SAA) Strategic Plan Goals

- **Advocating for Archives and Archivists:** SAA values the vital role of archives and archivists.
- **Enhancing Professional Growth:** Archivists have access to the professional community and resources they need to be successful and effective in their careers.
- **Advancing the Field:** Professional knowledge expands to keep pace with an increasingly diverse archival record.
- **Meeting Members Needs:** SAA delivers outstanding service, fosters a culture of inclusiveness and participation, and is proactive and responsive to member needs.

Visual Materials Section (VMS) Core Activities

- Maintain a vital Steering Committee, as well as short-term working groups and long-term committees, as needed.
- Review and update the three-year plan, ask for membership feedback, and disseminate the Plan to membership at the annual meeting in August 2022.
- Ensure strategic goals and initiatives are being fulfilled by reviewing the three-year plan annually.
- Review the Section Standing Rules every four years; next review date is 2022.
- Maintain and develop communication avenues to effectively communicate the activities of the Visual Materials Section and professional developments related to visual materials, as well as to provide a space for Section members to network and seek information, including, but not limited to:
 - Actively maintaining an updated Section microsite;
 - Publishing *Views*, expanding the number of contributing editors, and providing content for the various VMS communications;
 - Maintaining a listserv to convey official section business as well as visual material related issues;
 - Utilizing social media platforms (e.g. Facebook, Instagram) to keep membership better involved.

- Conduct an annual meeting including, but not limited to:
 - Holding events designed to encourage networking among members;
 - Identifying relevant speakers or sessions for the subsequent annual meeting of the Society of American Archivists;
 - Conveying and discussing SAA Council changes, adoptions, and recommendations that impact the Visual Materials Section.
- The incoming Chair, in consultation with the Vice Chair/Chair-elect, will determine the meeting schedule and cadence for the upcoming year through the following annual meeting.
- The Nominating Committee will encourage, identify, and recruit candidates for Section offices, and particularly encourage participation from individuals new to the profession.

2022-2023 Specific Initiatives

Goal	Date Initiated	SAA Strategic Plan Goals	Comments
Conduct VMS Membership Poll	March 2022	Meeting Members Needs	Completed May 2022.
Solicit call for VM Resources from members	July 2022	Enhancing Professional Growth	Contribution form has been created and is linked in VMS microsite; ask members to contribute their favorite resources to the VMS list of resources.
Enhance Microsite with annual reports, meeting minutes, and relevant information for VMS membership	July 2022	Meeting Members Needs	Decision made to retire the VMS website. Microsite is easier to maintain, follows SAA's recommendations and standards, and creates uniformity and seamlessness for members and how they access resources across various Sections.
Review Section Standing Rules		Meeting Members Needs	Next review due Fall 2022.
Update resources on Microsite		Enhancing Professional Growth	In progress.
Host Fall 2022 "Meet and Greet"/ networking event		Meeting Members Needs	Planning in progress.
Create workshop/event for members		Enhancing Professional Growth; Advancing the Field	Ideas include skills workshops, behind-the-scenes repository tours, "Third Thursday" or lunchtime networking/ skill sharing events.
Plan future SAA education course		Professional Growth;	Determine topics; connect with another section and work with the SAA

		Advancing the Field; Meeting Members Needs	Education team.
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