

# AGENDA

## Description Section Meeting Friday, August 31, 2001

### I. Welcome from the Chair

### II. Reports from SAA Committees and Liaisons

- EAD Working Group - Kris Kiesling
- US MARC Advisory Board (MARBI) - Michael Fox
- ICA Committee on Descriptive Standards - Michael Fox
- Canadian/U.S. Taskforce on Archival Description (CUSTARD) project update - Jean Dryden, Editor and Project Manager
- SAA Technical Subcommittee on Descriptive Standards (TSDS) - Dennis Meissner
- OCLC - Susan Westberg
- RLG - Anne Van Camp
- ALA Committee on Cataloging: Description and Access (CC:DA) - Susan Hamburger

### III. Section Reports

- *Descriptive Notes* - Ann Hodges
- Section Web Site - Diana Smith
- Finding Aids Fair - Mary Lacy

### IV. Ongoing Business

- Publications underway or proposed - Sue Hodson, Chair, SAA Publications Board
- Section-sponsored sessions on the 2001 program - Bill Landis
- Ideas for 2002 program sessions - Mary Lacy

### V. New Business

### VI. Election of Vice-Chair/Chair-Elect (results announced at the end of the program)

### VII. Program

- Waverly Lowell, Environmental Design Archives, University of California, Berkeley - presentation on and discussion of "Standard Series for Architecture and Landscape Design Records: A Tool for the Arrangement and Description of Archival Collections"
- Robin Chandler, Manager, Online Archive of California - presentation on and discussion of project to create a K-12 thesaurus of descriptive terms for the Online Archive of California