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# *Descriptive Notes*

The Newsletter of the Description Section of the Society of American Archivists

Winter 2011

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## **FROM THE CHAIR**

**Jerry Simmons**

Happy 2011 and Greetings from the SAA Description Section!

What a difference five months can make. We endured the sweltering heat of a Washington, D.C. August for the annual meeting, and now, many of us are bracing against frigid temps and chin-high snow and ice. To help us forget about the chill and non-stop snow shoveling, it's perhaps a good exercise to imagine our next big meeting in Chicago.

First, business matters. If you were unable to attend the 2010 section meeting, please see later in this newsletter or the Section web page for complete minutes of the meeting. Make sure to check out links to various reports delivered at the meeting. The Section Reports page links to the program presentation delivered by our new vice-chair, Joyce Chapman. As vice-chair, Joyce will be handling the 2011 Description Expo, and we look forward to this year's presentation of entries.

With just a wee bit of personal horn blowing, I want to mention the success of the EAC-CPF preconference held on August 9<sup>th</sup> at the National Archives and Records Administration D.C. building. This was a cooperative effort of the EAC Working Group and the National Archives Authority Cataloging Team, featuring guest speakers from the United States, France and Germany. The preconference proceedings were video recorded and the conference planners hope to soon have a web presence featuring video footage of the entire event as well as presentations by the guest speakers. I would like to say a special thanks to Description Section members who served as coordinators for special discussion sessions. They are Michael Rush, Nancy Hadley, Mark Matienzo, and Jordon Steele. Thanks also to Anne Van Camp (Smithsonian Archives), who acted as moderator of closing discussions. We should also congratulate the EAC Working Group on the adoption of the standard at the January 2011 SAA Council meeting. Way to go, EAC Working Group!

I would like to say a special word of congratulations to the archivists and librarians at the John F. Kennedy Presidential Library and Museum for the recent unveiling its new online digital catalog. Access to a Legacy was completed by a partnership between the John F. Kennedy Presidential Library and Museum and the John F. Kennedy Foundation. The system indexes the descriptive metadata of millions of presidential documents, photographs and sound recordings, providing online access to a global audience. Give the search a try at <http://bit.ly/fr969U>. To Jamie Roth, past Description Section chair, and the entire Kennedy Library and Museum team, we say, "Well done!"

Before closing, I want to say thanks and acknowledge the Description Section leadership for 2010-2011: Joyce Chapman (vice-chair), Donnelly Lancaster Walton (secretary), Erin Lawrimore (past chair), Janet Carleton (web liaison), Sarah Keen (newsletter editor), Jennifer Meehan (steering committee), Christine de Catanzaro (steering committee), John Nemmers (steering committee), Claudia Thompson (steering committee), and Tom Hyry (SAA Council liaison). I also want to encourage Description Section members to consider running for a section leadership position for 2011-2012. If you are looking for involvement, networking and collaboration opportunities within SAA, Description Section leadership is a great way to get started.

Think warm! Think Chicago in August!



## FROM THE VICE CHAIR

**Joyce Chapman**

As we round the bend into 2011, the 75<sup>th</sup> anniversary of SAA and the annual conference - themed ARCHIVES 360 - come into sight. That means it's time to contribute to the SAA Description Expo! The 2011 Description Expo will gather prime examples of archival description, creative re-use of archival description, innovative tools and technologies related to the creation of archival description, and search & discovery applications for archival description. In honor of ARCHIVES 360, this year we will not limit submissions to a particular theme. We hope to gather entries for the Expo that provide a "360 view" of the descriptive landscape, with an end product that will serve as a tool to aid the community as it considers where description has come from and where it is going.

The SAA Description Section encourages you to share your project with the larger community by entering it in the SAA 2011 Description Expo. Entries for the initial launch of the expo will be gathered through July 31, 2011. As in the past two years, the Description Section will present projects via the Description Section website with no display table at the annual conference. If you have a project that you would like to enter in this year's Expo, please send a project description (300 words or less) along with a link to the project to me at Joyce\_Chapman [at] ncsu.edu.



## SAA DESCRIPTION SECTION MEETING MINUTES

Washington, D.C.  
August 13, 2010

### I. Welcome and Section Reports

**Section** chair Erin Lawrimore opened the meeting.

#### A. Election results

- Joyce Chapman is the new vice chair/chair-elect
- Donnelly Lancaster Walton will return as the secretary for a two-year term.
- All other steering committee members stood and introduced themselves

#### B. Newsletter editor: Sarah Keen

- There were two issues this year, the winter and summer editions
- Rebecca Goldman of the blog *Derangement and Description* has started doing special edition
- archival comics for the newsletter
- Contact Sarah for comments, feedback, and ideas

#### C. Description Expo: Jerry Simmons (vice chair/chair-elect)

- Simmons thanked web liaison Janet Carleton for getting the Expo online so quickly
- This year's participants included the following institutions/projects:
  - Dwight D. Eisenhower Presidential Library / Oral Histories Online
  - American Catholic History Research Center and University Archives, Catholic University of America
  - The Digital Ford Presidential Library
  - North Carolina State University Libraries Special Collections Research Center Finding Aid Redesign
  - Northwest Digital Archives (NWDA)
  - International Holocaust Era Assets Project (National Archives and Records Administration)

### II. Reports from SAA Committees, Liaisons, and Related Groups

#### A. SAA Council Representative: Tom Hyry

Hyry discussed three relevant topics:

- EAD Roundtable—proposed change to mission statement to be open to all standards passed this week in Council meetings
  - Task Force to Develop a Statement of Core Values for Archivists—approved for member review a draft of the "Core Values of Archivists," which will go out to SAA members for feedback soon after the annual meeting
  - Dues increase—Council approved the proposal for vote at the members meeting, August 14, 2010
- B. 2011 Program Committee: Paige Smith
- Next year's meeting theme for Chicago is "Archives 360—Then, Now, Wow"
  - Session proposals are due October 1, 2010
- C. ICA Section on Professional Standards and Best Practices: Erin Lawrimore for Claire Sibille
- See attached report
- D. DACS Technical Subcommittee: Erin Lawrimore
- Committee will be reconstituted in lieu of Helen Tibbo's serving as SAA President this year. Contact Helen Tibbo or the Standards Committees Co-Chairs if you are interested in serving
- E. OCLC/RLG: John Chapman
- See attached report
- F. DCRM-MSS: Diane Ducharme
- See attached report
- G. Encoded Archival Context (EAC) Working Group: Kathy Wisser
- See attached report
- H. Technical Subcommittee for Encoded Archival Description: Mike Rush
- Council approved the new subcommittee in February 2010. It's a successor group rather than a completely new subcommittee
  - At their upcoming meeting Sunday, August 15, 2010, they will discuss reorganization, etc.
  - They hope to set up an online comment mechanism, then they will issue a call for comments and ideas for revision to EAD
  - Council also created a new group, the Schema Development Team, chaired by Daniel Pitti
- I. Archivists' Toolkit/Archon/ArchivesSpace: Annie Ross
- See attached report
- J. Reference and Processing Collaboration Group of RAO Section: Sarah Keen
- See attached report
- K. Standards Committee: Sybil Schaefer
- Contact the Standards Committees Co-Chairs if you are interested in serving on the DACS subcommittee

### **III. New Business**

Chair Erin Lawrimore called for any new business—there was none.

**IV. Program presentation:** Joyce Chapman (N.C. State University Libraries), "User Feedback and Cost/Value Analysis of Metadata Creation"

V. Chair Erin Lawrimore adjourned the meeting

Submitted  
Donnelly Lancaster Walton  
Section secretary



**2010-2011 LEADERSHIP LIST**

Jerry Simmons, Chair  
 Joyce Chapman, Vice Chair/Chair Elect  
 Erin Lawrimore, Immediate Past Chair  
 Donnelly Lancaster Walton, Secretary  
 Janet Carleton, Web Liaison  
 Sarah Keen, Newsletter Editor

**STEERING COMMITTEE**

Christine de Catanzaro  
 Jennifer Meehan  
 John Nemmers  
 Claudia Thompson  
 Tom Hyry, Council Liaison



**NEWS & NOTES**

**NHPRC Grant Funded Project Launches at Luther College**

*Sasha Griffin, Luther College*

This summer Luther College (Decorah, Iowa), in partnership with Vesterheim Norwegian-American Museum, received a basic processing grant of \$119,898 from the NHPRC for a project designed to make available and accessible materials documenting the Norwegian-American experience.

The project, titled "Journeys to America: Illuminating Hidden Collections at Luther College and Vesterheim Norwegian-American Museum," includes surveying materials, assessing basic conservation needs, and creating a single, searchable online catalog for both institutions' archival holdings. Collectively, the two organizations have approximately 2500 feet of materials that document the history and culture of emigrants from Norway to the United States and their descendants, with additional emphasis on the origins of the Norwegian Lutheran Church in America, west of the Mississippi River, and the founding of Luther College, the first Norwegian-American college.

In December 2010, newly hired project cataloging archivist Sasha Griffin joined Project Director and Luther College archivist Rachel Vagts. In March, Griffin will be attending the SAA DACS workshop in Connecticut as part of the project's commitment to adhering to professional standards. With the help of student employees, materials will be cataloged and imported into Archon over the course of two years, beginning with the Luther College Archives and then Vesterheim's archival holdings. All records will include links to Luther's library online catalog, Magnus, as well as Vesterheim's collections database, Past Perfect.

After complete implementation, it is hoped that other Norwegian-American repositories will join the database in order to create a comprehensive, one-stop resource for students, genealogists, and researchers from around the world. The end result is intended to add to the breadth of scholarship in the field of Norwegian-American studies and improve scholarship in emigration studies as a whole.

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**Leo Castelli Gallery Records Now Open To Researchers**

*Barbara Aikens, Archives of American Art, Smithsonian Institution*

Measuring over 200 linear feet, the Leo Castelli Gallery records provide a glimpse into the evolving New York gallery scene and the works of some of the most prominent artists in modern American art throughout the last half of the 20th century.

The Leo Castelli Gallery opened in 1957 and quickly made its mark as the place to see works by new artists. The Gallery was at the forefront of Pop Art, Minimalism, and Conceptualism, and represented many artists of those movements, including Dan Flavin, Jasper Johns, Donald Judd, Roy Lichtenstein, Robert Morris, Bruce



Leo Castelli in a room of the Jasper Johns exhibition at the Leo Castelli Gallery, 1958. Leo Castelli Gallery records, Archives of American Art, Smithsonian Institution.

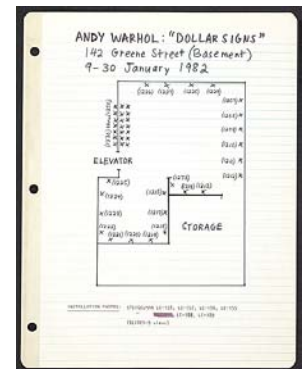
Nauman, Claes Oldenburg, Robert Rauschenberg, James Rosenquist, Richard Serra, Frank Stella, Andy Warhol, and Lawrence Weiner to name a few.

Covering nearly 40 years of the Leo Castelli Gallery's operation, the records include correspondence, administrative files, exhibition files, extensive artists' files and printed materials, some artwork, awards and recognitions, photographs, and sound and video recordings. The collection also includes records from Castelli's other business ventures, namely Castelli Graphics and Castelli/Sonnabend Tapes + Films.

The extensive collection contains many treasures that will keep researchers busy for years to come. The Gallery understood the importance of documentation and maintained photographs of all [exhibition installations](#)<sup>1</sup>, as well as many exhibitions of the artists they represented that were held elsewhere. The collection contains photographs from over 650 installations at the Leo Castelli Gallery from 1957-1999.

A browse through the exhibition guest books from 1957-1966 provide a who's who of the art world during the first decade of the Leo Castelli Gallery. Although few people tended to write comments about the exhibitions, the comments elicited by Robert Rauschenberg's first exhibition in 1958 include: "strange!," "crazy, man!," "lovely – or shocking...," "I can't explain it!," and humorously, "almost as good as J.J."

Forty-five digital highlights from the collection are available on the Archives website through the collection record, finding aid, and [image gallery](#)<sup>2</sup>. The Archives of American Art also has three [oral history interviews with Leo Castelli](#)<sup>3</sup>, the transcripts of which are available online. In addition, oral history interviews with many of the artists represented in this collection are also available at the Archives of American Art.



Andy Warhol exhibition diagram, circa 1982.

Finding aid: <http://www.aaa.si.edu/collections/leo-castelli-gallery-records-7351/more>

## Successful NHPRC Grant Projects at the Connecticut Historical Society

Barbara Austen, Connecticut Historical Society

How does one follow up on a successful grant? Why, apply for another one, of course. With a grant from the NHPRC, the Connecticut Historical Society was able to significantly reduce the number of uncataloged manuscript collections between September 2008 and August 2010. We not only exceeded our goal of cataloging 900 records, we nearly doubled the amount. We also successfully implemented a revised version of More Product, Less Process (MPLP), and restricted ourselves to creating only K-level MARC records. No EAD finding aids were involved.

That success led to a second proposal to NHPRC to produce an additional 3,000 catalog records over the course of the next two years. The project was funded and began September 1, 2010. If we can reach that goal, we will essentially eliminate the backlog and have nearly every manuscript collection and

<sup>1</sup> <http://www.aaa.si.edu/collections/images/detail/leo-castelli-room-jasper-johns-exhibit-castelli-gallery-11828>

<sup>2</sup> <http://www.aaa.si.edu/collections/images/collection/leo-castelli-gallery-records-7351>

<sup>3</sup> <http://www.aaa.si.edu/collections/interviews/oral-history-interview-leo-castelli-11784>

item in our online catalog. We are counting on the services of volunteers to help us meet the goal, conducting research and processing what we believe to be important collections that require more detailed examination and description. The next step will be to process some of the larger and historically significant collections, which may mean yet another grant. Anecdotally, we can affirm that use of these previously uncataloged collections has increased since the first grant. We are very grateful to NHPRC for their funding and for their confidence in our ability to meet our goals.

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### **Barbara Jordan Papers Processing Project**

*Gary Chaffee, Texas Southern University*

The Barbara Jordan Archives at Texas Southern University's Special Collections is currently undertaking a project to create an online finding aid for the Barbara Jordan Papers. The Barbara Jordan Archives is under the direction of Special Collections coordinator Bernard Forrester with assistance from processing archivist Gary Chaffee. Jordan (1936-1996), who rose to prominence in the 1960s and 1970s as the first African American woman in the Texas Senate and later the first African American congresswoman from the South, donated her personal papers to Texas Southern University in 1979. The collection includes a wide range of materials from Jordan's days as a TSU student in the 1950s, her Texas Senate and Congressional activities, and her tenure as an ethics professor at the University of Texas at Austin after leaving public office in 1978. TSU is committed to creating global access to the collection, which includes correspondence, committee files, handwritten speeches, photographs, public relations materials, audiovisual materials, personal effects, and realia. The processing project, made possible through a two-year grant, also includes a digitization initiative that will eventually marry documents with images, video files and audio files, allowing researchers both local and remote the opportunity to study Jordan's life, career, and the legacy she left behind. For more information about the Barbara Jordan Archives and TSU's Special Collections, please visit our website: <http://www.tsu.edu/pages/123.asp>. Also, please visit our blog (<http://bjordanarchives.blogspot.com/>) and our Facebook page (<http://www.facebook.com/profile.php?id=100000067562319>).

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### **Arthur Brandenburg Papers Processed**

*Cassandra N. Berman, Special Collections in Performing Arts, University of Maryland, College Park*

The University of Maryland's Special Collections in Performing Arts is pleased to announce that the Arthur Brandenburg Papers have been processed and a finding aid is now available online (<http://hdl.handle.net/1903.1/2995>). The collection, part of the American Bandmasters Association Research Center, is open for research use. Arthur Brandenburg (1899-1986) was a prominent American music educator and bandleader, establishing band programs and teaching in public schools, at Rutgers University and New York University, and at the Ernest Williams Summer Camp. He also founded and directed the Elizabeth (N.J.) Recreation Concert Band and worked as a church organist. Brandenburg was an active member of the American School Band Directors Association, serving as president and on the board of directors, and the American Bandmasters Association, becoming the first director of the ABA Research Center at the University of Maryland. The collection, which contains materials related to Brandenburg's teaching career, his work with the ABA, and his personal life, is of particular interest to those studying music pedagogy and the history of band education. For more information, please contact Vincent Novara, Curator of Special Collections in Performing Arts, at [vnovara \[at\] umd.edu](mailto:vnovara[at]umd.edu).

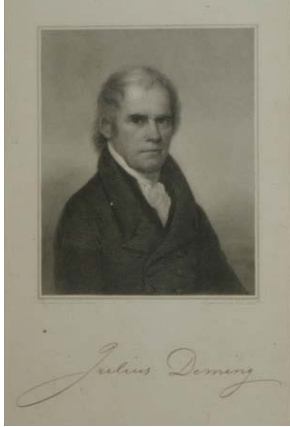
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## Collection Documents the Revolutionary War through the Colonial Revival

Linda Hocking, Litchfield Historical Society

The Litchfield Historical Society is pleased to announce the availability of an [online finding aid](#)<sup>4</sup> for the Deming, Perkins, and Quincy families' papers. Emancipation papers, commissary accounts, international trade, the Countess Mary von Waldersee- this one has it all. The collection documents several generations of Litchfield, Conn. residents from the late 18<sup>th</sup> to early 20<sup>th</sup> centuries. The patriarchs earned wealth through their activities as merchants, traders, and investors, enabling them, and members of subsequent generations, to live lives free from financial concern, if not outright luxury. The collection also provides evidence of their servants and slaves.



Engraving of Julius Deming

The papers of Julius Deming (1755-1838), born in North Lyme, Conn., highlight his work during the Revolutionary War in the commissary department with his uncles Henry and Epaphroditus Champion. A detailed account of the attack on Stony Point in 1777 challenges the account provided to General Washington. In 1781, Deming married his first cousin, Dorothy Champion (1759-1830) of Colchester, Conn., and relocated to Litchfield. Following the war, Deming became a leading merchant during the town's most prosperous period. He was also politically active in his town and in the new nation. The papers of the Deming children are also included. Son Charles was plagued by bad health. Correspondence in the collection details his many doctors' visits, treatments, and even a respite in the West Indies, accompanied by his sister

Lucretia, in the 1830s culminating with a harrowing trip back to the United States.

Charles's sister Clarissa married Charles Perkins, a graduate of the Litchfield Law School. Perkins family papers include documentation of voyages of a sea faring family, including Captain Andrew Perkins account detailing "two negroes" as part of his cargo. Charles Perkins also kept a journal of a sea voyage he embarked on as a 15 year old boy, and a voyage of his sister as a younger child is documented as well.



Clarissa Deming Perkins portrait miniature



Mary Perkins Quincy

While the papers of Charles and Clarissa's children have not yet been processed, they comprise a significant collection of materials and are listed in the finding aid. Charles and Clarissa's daughter, Lucretia Deming Perkins, married John Williams Quincy. The papers of their daughter, Litchfield grande dame Mary Perkins Quincy (1866-1921), comprise the remainder of this remarkable collection. Quincy's papers reflect her extravagant lifestyle and include correspondence, ephemera and mementos of her domestic and international travels, genealogical records, and items relating to her affiliations with memorial institutions. Her correspondences with family, diplomats, and members of several royal families span the globe, documenting Prussia, Canada, Switzerland, Austria-Hungary, Great Britain, Russia, France, Italy, Morocco, Greece and Egypt. She coauthored a privately published book entitled *Pages of Azure and Gold* with Sarah Gardiner.

The remarkable papers, notable for both the span of time they encompass and the considerable writings of women they include addressing everything from issues of religious conversion, race relations, and political matters to family affairs, are now open to researchers.

Papers created prior to 1840 have been thoroughly processed, and all of papers in the collection have been listed in this finding aid. Staff will continue to add description for later materials. Processing this collection has been made possible by several granting agencies including the Council on Library and Information Resources, the Connecticut Humanities Council, and the National Historical Publications and Records Commission.

<sup>4</sup> <http://www.litchfieldhistoricalsociety.org/archon/index.php?p=collections/controlcard&id=9>

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## Phillips Library Processes Hemenway Collection

*Tamara Gaydos, Peabody Essex Museum/Phillips Library*

The Phillips Library at the Peabody Essex Museum has just finished processing the papers of Augustus and Mary Hemenway, noted Boston philanthropists. **Augustus Hemenway (1805-1876)** was born on April 25, 1805 in Salem, Massachusetts. He was a prominent business man, and was considered at one point to be the wealthiest man in America, with extensive business interests in commercial and residential real estate in New York and Boston, lumber in Maine, copper and other mining developments in Chile, and a sugar plantation in Cuba. He died at Sagua La Grande, Cuba, on June 16, 1876. His wife, **Mary Tileston Hemenway (1820-1894)**, was born on December 20, 1820 in New York. She was involved in the literary, artistic, and civic movements of her time. A well-known philanthropist, she worked with and financially supported organizations and individuals in the anti-slavery, suffragette, immigrant education, women's physical education, historical preservation, and Native American cultural preservation movements. She financed the 1886-1894 Hemenway Southwestern Archaeological Expedition. She died on March 6, 1894, in Boston, Massachusetts.

The collection contains correspondence, financial and legal documents, ledgers, inventories, estate records, ephemera, photographs, books, and journals pertaining to the business transactions, family relationships and the estates of Augustus Hemenway, Mary Tileston Hemenway, and various other family members. As one of the foremost "merchant princes" in the 19th century, Augustus Hemenway's business dealings in Chile, Cuba, Maine, New York, and Boston are extensively documented. Also of note is the detailed personal correspondence between Augustus and Mary Tileston Hemenway during their courtship in 1838-1839. Mary Tileston Hemenway's philanthropic, business, and cultural activities are described in correspondence, business records, and records of her estate. There are many original letters from her wide circle of literary, artistic, and civic connections such as Dorothea Dix, Booker T. Washington, Lucy Larcom, Childe Hassam, Sophia and Una Hawthorne, John Greenleaf Whittier, and Lucy Stone.



This collection would be valuable to researchers interested in the history of New England/South American trade, the Hemenway Southwestern Archaeological Expedition, New England and New York history, and lifestyles of the rich and famous. For more information, view the catalog record in Philcat (<http://www.pem.org/library/catalog>), the Phillips Library online catalogue.

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## EAD Bibliography Update

The EAD Bibliography (<http://www.archivists.org/saagroups/ead/bibliography.html>), which has been published as part of the EAD Help Pages for several years now, has been moved to a Zotero group at [http://www.zotero.org/groups/ead\\_bibliography](http://www.zotero.org/groups/ead_bibliography). This switch to Zotero allows for easier maintenance, and it will be much more useful for folks who want to include citations in their work. Thanks to Hillel Arnold, who has agreed to take on the task of maintaining the bibliography. And, of course, thanks to Mike Rush for maintaining the bibliography for so long!

John Nemmers  
Chair, SAA EAD Roundtable

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## Update on the Working Group for Data-Driven Decisions in Processing & Public Services

The group formerly known as the Reference and Processing Collaboration Group of the Reference, Access, and Outreach Section has adopted a new name: Working Group for Data-Driven Decisions in Processing & Public Services. The new name more clearly reflects the purpose of the group - to gather and share information on customized levels of processing with particular emphasis on public services. The group has been busy during the fall and winter creating resource pages and developing a wiki to house that information. The wiki can be found at <http://datadrivenarchives.pbworks.com>. It will contain more content in the coming months, so bookmark the site and visit often!

If you have any thoughts or suggestions, please contact co-chairs Shannon Bowen Maier ([sebowen@uwo.edu](mailto:sebowen@uwo.edu)) or Daniel Santamaria ([dsantam@princeton.edu](mailto:dsantam@princeton.edu)), or RAO section representative Casey Babcock ([cbabcock@lagcc.cuny.edu](mailto:cbabcock@lagcc.cuny.edu)).

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## Revision of Encoded Archival Description (EAD) – Call for Comments

In February this year the Society of American Archivists charged a new subcommittee of the Standards Committee, the Technical Subcommittee for Encoded Archival Description (TS-EAD), to undertake a revision of the standard within a period of 5 years.

To ensure the greatest possible input from EAD users around the world, the subcommittee has an extensive international membership and is calling for proposed changes to the current version, EAD 2002. The deadline for change proposals is 28 February 2011.

The timetable for this revision process is as follows – NB this is an indicative timetable and may be subject to change.

30 September 2010: Call for comments  
28 February 2011: Deadline for comments  
August 2011: Forum for discussion at SAA Annual Meeting  
Spring 2012: Working meeting of TS-EAD (subject to funding)  
December 2012: Release of draft schema for testing and comment  
August 2013: Publish revised version at SAA Annual Meeting

In completing the revision process the subcommittee will take note of the Design Principles for Enhancements to EAD published at the time of the last revision. The subcommittee will take account also of the global success of EAD and current implementation practice. It will endeavour to encourage continued adoption of EAD as a tool for the online dissemination of archival information by ensuring that EAD is as economical and straightforward as possible to implement and use.

To propose changes, please fill out the form at <http://www.archivists.org/standards/ead/eadRevisions.asp>. Please fill in a separate form for each change suggested, with a brief description and the rationale for the proposed change. Comments may also be sent by e-mail to [ts-ead@archivists.org](mailto:ts-ead@archivists.org) and should include the information in the form.

To ensure that the revision process is as open as possible, all comments must be attributable to named individuals and affiliated organisations where appropriate. Anonymous responses will not be considered. All change proposals will be made publicly available, with attribution, in a forum to be determined. E-mail addresses are asked for so that we may contact respondents for clarification, but will not be shared.

Michael Rush (Yale University) & Bill Stocking (British Library)  
Co-chairs, TS-EAD

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### **Call for Nominations: 2010 C.F.W. Coker Award for Description**

The C.F.W. Coker Award for Description subcommittee of the Society of American Archivists invites nominations of finding aids, finding aid systems, projects that involve innovative development in archival description, or descriptive tools that enable archivists to produce effective finding aids. Individuals, institutions, or groups of individuals or institutions are eligible.

The full description of the Coker Award, nomination forms, and a list of past recipients can be found here: <http://www2.archivists.org/governance/handbook/section12-coker>

To submit a nomination, download the nomination form at the link above and return it to SAA at the address below:

Co-chairs, Awards Committee  
Society of American Archivists  
17 North State Street, Suite 1425  
Chicago, IL 60602-3315

The deadline for applications is February 28, 2011.

The C.F.W. Coker Award subcommittee:  
John Nemmers, Chair  
[jnemmers@ufl.edu](mailto:jnemmers@ufl.edu)

Brad Houston  
[houstobn@uwm.edu](mailto:houstobn@uwm.edu)

Dierdre Joyce  
[dejjoy@gmail.com](mailto:dejjoy@gmail.com)

Joyce Chapman  
[joyce\\_chapman@ncsu.edu](mailto:joyce_chapman@ncsu.edu)

Chris Burns, ex officio  
[chris.burns@uvm.edu](mailto:chris.burns@uvm.edu)

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### **Call for Nominations: 2011 SAA Spotlight Award**

Do you know someone who has worked for the good of the archives profession and/or archival collections and whose work has not received public recognition?

If you do, please consider nominating that person for SAA's Spotlight Award!

Established in 2005, this award recognizes the contributions of individuals who work for the good of the profession and of archival collections, and whose work would not typically receive public recognition.

- Participating in special projects;
- Exhibiting tireless committee or advocacy work;
- Responding effectively to an unforeseen or pressing need or emergency;
- Contributing innovative or creative ideas to the profession;
- Performing extraordinary volunteerism; and/or
- Quietly but effectively promoting the profession.

The Spotlight Award - a certificate and free registration to the Annual Meeting- is awarded annually. Deadline for nominations is February 28, 2011

For more information please visit the SAA website at <http://www.archivists.org/recognition> or <http://www2.archivists.org/governance/handbook/section12-spotlight>

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### **Call for Nominations: 2011 SAA Waldo Gifford Leland Award**

Please help us to recognize the best in our profession!

Have you read a great new book about archives? Seen an exceptional new finding aid? Encountered a new documentary publication that is head and shoulders above the rest? Has a new web publication really stood out to you?

If you have, please consider nominating it for the Society of American Archivists Waldo Gifford Leland Award. Nomination forms, a list of previous winners, and more information are at <http://www.archivists.org/governance/handbook/section12-leland.asp>. The deadline for nominations is February 28, 2011.

The annual Leland Award – a cash prize and certificate – recognizes “writing of superior excellence and usefulness in the field of archival history, theory, and practice.”

(Please note that periodicals are not eligible.)

Established in 1959, this award honors American archival pioneer Waldo Gifford Leland (1879-1966), president of the Society of American Archivists in the 1940s and one of the driving forces behind the founding of the National Archives.

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