

RAAC Steering Committee Meeting: Conference Call (6/29/2015)

In Attendance:

Amanda Focke, Society of Southwest Archivists

Kristen Chinery, Michigan Archival Association

Lynette Stoudt, Society of Georgia Archivists

Rachel Chatalbash, Archivists Round Table of Metropolitan New York, Inc.

Casey Westerman, Metro Detroit Archivists League (MEDAL)

Jennifer Brannock, Society of Mississippi Archivists

Daniel Alonzo, Archivists of Central Texas

Minutes:

Steering Committee Composition and Subcommittees next year

- Rachel Chatalbash, co-chair / Advocacy chair / Local
- Jennifer Brannock, co-chair / Education chair / State
- Daniel Alonzo / Public Awareness - *with Website to be folded in* / Local
- Casey Westerman / Membership / Local
- Amanda Focke / Advisory groups rep for RAAC / Multi-state
- Kristen Chinery / Grants / State
- (Disaster Prep not active in this year / doesn't need a chair)

Update on membership

- RC and AF have managed the renewal process. All but one regional has submitted new representative information (Listserv and microsite to be updated with new names in August at time of annual meeting)

Update on agenda for meeting in Cleveland and invitation

- Kathleen Williams (NHPRC) has been added to the agenda
- AF will send out meeting invitation this week (RC sent out save the date earlier in June)

AF on advisory boards

- See attached report

RC on symposium

- Laura Starratt will be the point person from SGA. RC and LS will draft an agreement for RAAC and SGA to review that outlines expectations and divisions of responsibility. After that, will

look for a venue.

RC on idea for awards

- There is the potential to partner with the SAA awards chairs to propose a new award dedicated to regional activity.

Updates from Subcommittees

Advocacy: SAA Council's response to the advocacy proposal was discussed; the group has a preference for the RAAC Co-Chairs to be the point of contact with SAA; create MOU with SAA that is broader (not just about advocacy) and revisit at set intervals.

Education: the Document Repository is still growing; will survey member needs next year.

Public Awareness: will order buttons; will return to other goals outlined in previous minutes.

Membership: continues to update membership directory; discussed newly formed and forming regionals that can be integrated in the future; discussed renewing contact with regionals that have not responded in the past.

Grant Development: received good feedback when the guide was publicized; Lynette will make updates; discussed status of Collection Match and priorities for next year. Archivists looking to advance the Collection Match project have not been able so far to find a regional to serve as a pilot group and do not yet have a platform concept to collect the data and keep it accessible to partners. This project will be discussed along with other possible RAAC priorities at the annual meeting.

Disaster Planning and Recovery: The group has sent Lynette updates recently.

Anything else?

- All Steering Committee members excluding one will be at our annual meeting
- Julia Stringfellow of CIMA will encourage representatives to attend the session at SAA dedicated to the regionals
- RC and AF will draft a communications plan for next year
- RC and JB will touch base in July

RAAC report re Advisory Groups, June 29, 2015

Amanda Focke, RAAC co-chair (through Aug. 2015) and Advisory group lead

The following three groups have approached RAAC for a member to serve on their Advisory Boards and related Task Forces. I have served in this role for 2014-2015 and will carry on in 2015-2016.

Coalition to Advance Learning in Archives, Libraries and Museums

The purpose of the Coalition is to work in deliberate coordination across organizational boundaries to devise and strengthen sustainable Continuing Education and Professional Development (CE/PD) programs that will transform the library, archives, and museum workforce in ways that lead to measureable impact on our nation's communities.

The working group to develop CE/PD content is framing an IMLS grant, but needs an organization to apply for it. SAA can't right now because they have 2 proposals going in – perhaps next cycle, but would be great to have a co-applicant.

The working group for community building / communications, that I work on, has a plan in place for developing the website with an outside designer and pre-paying the hosting for 3 years. Waiting now to find out if we can also use some of our pot of money to pre-pay the costs of a webinar platform for the Coalition's use for the next 3 years.

<http://coalitiontoadvancelearning.org/>

Meeting frequency – full convening every other month, working groups meet as needed, often every 2 weeks. Time commitment currently = 8-10 hours / month.

Nexus II grant (IMLS grant) advisory board / Evaluation Task Force

The Nexus projects address the need for documentation of existing practices, cross-germination across leadership training groups, and the creation of a strong, extensible foundation to train and evaluate boundary-spanning leaders in archives, libraries, and museums.

Evaluation Task Force is working to create an RFP for a vendor to create the evaluation tools / instruments for use with the courses being developed. The idea is to develop evaluation tools which look at the short term / individual benefit, medium term / institutional benefit and long term / larger field or cross-field benefits of the leadership training.

Meeting frequency – full convening monthly, plus task force meetings every 2 weeks, plus extra time for task force work. Time commitment currently = 8 hours / month.

<http://educopia.org/research/grants/nexus-ii-leading-across-boundaries>

Mapping the Landscape (IMLS grant) advisory board / Survey Task Force

Documenting the continuing education and professional development needs of staff in and across cultural memory institutions.

Survey Task Force is developing an RFP for a vendor to create surveys to be used to gather info on ce/pd needs across the 3 sectors of libraries, archives and museums. July 12 deadline.

Meeting frequency – full convening monthly, plus task force meetings every 2 weeks, plus extra time for task force work. Time commitment currently = 4 hours / month, but likely to increase.

<http://educopia.org/research/mapping-the-landscape>