Society of American Archivists
Council Meeting
January 23 – 26, 2013
Chicago, Illinois

Liaison to Student Program Subcommittee
(Prepared by René Mueller)

BACKGROUND

At its May 2011 meeting the SAA Council discussed two responsibilities assigned to the Treasurer:

- The responsibility to serve as Council liaison to student chapters, and

- The responsibility to serve on the Program Committee's Student Program Subcommittee—a group created in January 2006 for the purpose of reviewing and selecting student papers and posters for the SAA Annual Meeting—by virtue of the Treasurer's role as Council liaison to student chapters. The current Subcommittee description stipulates that the "SAA Council Student Chapter Liaison shall serve as a member."

Given the Council's interest in discussing relationships with the student chapters, staff was assigned to research the origin of that assignment to the Treasurer. In fact, there is no specific mention of this assignment in the Governance Manual; it appears that several generations of Treasurers simply took on this "legacy" role. This information was reported by Council member Scott Cline in a June 2012 discussion item for the Council on student chapter relationships with SAA and Council liaisons (0612-IV-I).

Aimee Felker, who in June 2012 was completing her 2009-2012 term as SAA Treasurer as well as a third year on the Student Program Subcommittee, suggested that the incoming Treasurer be relieved of serving on the Subcommittee and that a member of the 2012 Subcommittee be appointed to the 2013 Subcommittee as a way to ensure continuity while the Council examined its relationship with the student chapters. 2012 Student Program Subcommittee Chair Tomaro Taylor agreed to serve on the 2013 Subcommittee, to advise the incoming chair, and to share with the group the very effective templates, timelines, and processes that she had developed for the 2012 Subcommittee's use.

DISCUSSION

Although the Council and staff have a compelling interest in ensuring a positive relationship between student chapters and SAA, the decision about how best to assign liaison with student chapters need not be related to the matter of who serves on the Program Committee's Student Program Subcommittee. The task of determining student chapters' needs and expectations, an important prerequisite to a discussion about how to meet needs and expectations, has been assigned and is underway.

Assignment of a Council liaison to an SAA subcommittee is unique to the Student Program Subcommittee and there appears to be no need for a Council liaison to this group. All other subcommittees report through committees that are assigned a Council liaison; the *de facto* Council liaison to the Program Committee is the SAA President.

The basis for the decision to appoint a Council liaison to the Student Program Subcommittee was the need for continuity. That need can be filled by assigning the Subcommittee's immediate past chair to serve as a member of the group. Our experience with the Subcommittee is that the chair (selected by the Program Committee's chair/co-chairs from among members of the Program Committee) is <u>very</u> enthusiastic about her/his role. SAA would benefit significantly from that enthusiasm, as well as from the transfer of knowledge and practical experience that this model would provide.

Adoption of this model also would provide a volunteer experience for a willing member who is outside of the Council – and thus would increase opportunities for volunteers and broaden SAA's leadership base.

Further, the work of the Subcommittee takes place in the late winter and early spring—at the same time that the Treasurer is working with staff to develop and review the proposed budget. Reassignment of the Treasurer's position on the Student Program Subcommittee would assist the Treasurer by reducing his/her volunteer workload during this busy time.

==RECOMMENDATION==

THAT the Student Program Subcommittee description be revised to include the immediate past chair as a member and to remove the SAA Council Student Chapter Liaison as a standing member, as follows [<u>underline</u> = addition, ~~strikethrough~~ = deletion]:

Student Program Subcommittee

Reports to: Program Committee
Established: January 5, 2006

I. Purpose
The Student Program Subcommittee reviews and selects graduate student paper proposals and oversees selection and/or judging of student posters for the Annual Meeting for which it is

established. The Student Program Subcommittee is also charged with formulating applicable policy recommendations, as necessary, for the effective management of graduate student paper and poster sessions.

II. Committee Selection, Size, and Length of Terms
A. The subcommittee shall consist of five members.
B. The subcommittee chair shall be a member of the Program Committee ~~and~~ who is appointed by the Program Committee chair/co-chairs;
C. One member shall be a representative of the Committee on Education, appointed by the chair of the Committee on Education;
D. One member shall be a representative of the Archival Educators Roundtable, appointed by the Archival Educators Roundtable chair/co-chairs;
E. The ~~SAA Council Student Chapter Liaison~~ Subcommittee's immediate past chair shall serve as a member to ensure continuity; and
F. One student member, who may also serve (if possible) as the chair for the upcoming Graduate Student Paper Session, shall be selected by the ~~SAA Council Student Chapter Liaison~~ immediate past chair from the previous Annual Meeting's Graduate Student Paper Session speakers.

III. Reporting Procedures
The Student Program Subcommittee reports to the [Program Committee](#) chair/co-chairs.

IV. Duties and Responsibilities
A. Once appointed, the chair solicits appointments from the chair of the ~~Subcommittee on Graduate Education~~ Committee on Education and the chair/co-chairs of the Archival Educators Roundtable.
B. The Subcommittee works with SAA staff to issue a call for student paper and poster proposals.
C. The Subcommittee reviews and selects proposals.

Approved by Council: January 2006
Revised: August 2008, January 2013

Support Statement: This revision of the Subcommittee selection process ensures continuity and expertise on the group while also providing for another volunteer opportunity and reducing the workload for the Treasurer at a busy time of year.

Impact on Strategic Priorities: None.

Fiscal Impact: None. The Student Program Subcommittee is appointed after the Annual Meeting, conducts all of its work online and via telephone conference, and completes its work before the next Annual Meeting.