

**Society of American Archivists
Council Meeting
June 8 – 10, 2012
Chicago, Illinois**

**Discussion Item: SAA Representatives to
External Organizations
(Prepared by Jackie Dooley)**

BACKGROUND

I have not yet made appointments to any of our existing “representative” positions to external organizations pending the Council’s discussion of the usefulness of each relationship to the Society. Issues include:

- The SAA website includes a charge for only half of the positions listed on the website (8 of 17). When possible, and especially when no charge is present, a link to the outside organization’s appropriate group is included.
- Three positions appear to be vacant (ALA CC:DA, ARMA, ACA).
- Some appointments have no end date.
- Without a formal charge, we have no clear sense of the purpose of the relationship, nor a formal record of who makes appointments, the length of the term and whether it is renewable, or the responsibilities.
- The pages lacking a charge have only a link to the external organization’s website and, in some cases, the name of our representative.
- Over time, it has generally proven difficult to obtain annual reports from representatives, and so we cannot gauge whether useful activity has occurred.
- SAA provides no financial support to these representatives (and I am not proposing that this change), which may reduce the incentive for members to volunteer for the posts or to feel a clear sense of responsibility for communication..

The landing page for the list of organizations to which we have representatives is here:
http://saa.archivists.org/4DCGI/committees/ListingReps.html?Action=List_Committees&CommWGStatus=Representatives&Time=-1110684600

QUESTIONS FOR DISCUSSION

I ask that the Council consider the following questions in deciding which representative positions to continue and which, if any, to drop:

- With which of these organizations do we have clear reason to have an ongoing relationship, as opposed to a situational one or none at all?
- For each retained representative position that lacks a charge, who will have responsibility for preparing a charge?
- Are there organizations missing from this list? That is, are there organizations to which SAA should have a representative but does not?

Some of the 17 organizations are more closely related to SAA's own purposes than are others. I have italicized those that seem to me to be indispensable relative to SAA's own objectives. (This is meant only to get us started, not to imply that other relationships are not also worthy.) An asterisk (*) indicates *lack of a charge* on the SAA website.

1. *Academy of Certified Archivists (ACA)*
2. *ALA/ACRL/RBMS Task Force on Metrics and Assessment* [NEW in April]
3. *Association of Canadian Archivists (ACA)*
4. * Heritage Emergency National Task Force
5. *ICA Section on Professional Archival Associations (ICA SPA)*
6. * ICA North American Archival Network (NAANICA)
7. * ICA Photographic and Audiovisual Archives Working Group
8. National Coalition for History (NCH) [Beaumont is board chair]
9. *National Historical Publications and Records Commission (NHPRC)*
10. * US Committee of the Blue Shield
11. *US State Department Advisory Committee on Historical Diplomatic Documentation*

Six of the 17 are SAA representatives to other standards-related bodies and are *ex officio* members of the Standards Committee. This arrangement was put in place in a recent iteration of the Standards Committee charge revisions. The six are considered a part of and report out via the Standards Committee. The Standards Committee co-chairs should be consulted on questions regarding the usefulness of any of the following relationships:

12. ALA Committee on Cataloging: Description and Access
13. * ARMA International Standards Development Committee
14. * Association for Information and Image Management (AIIM)
15. *ICA Committee on Best Practices and Standards (ICA-CBPS)*
16. *National Information Standards Organization (NISO)*
17. * *US MARC Advisory Board/ALA-MARBI*

In addition, other groups that participate in SAA's standards process may have *ex officio* representatives on the Standards Committee. Currently there are two:

- A representative *from* the [Canadian Council of Archives' Canadian Committee on Archival Description](#) (CCA-CCAD); and
- A representative *from* the [International Council on Archives Committee on Best Practices and Standards](#) (ICA-CBPS).

Finally, per its charge, the Standards Committee has the flexibility to add representatives as necessary: “Other SAA representatives appointed to standards-developing organizations.”