

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

Preservation Section: Section Membership Survey Report

**(Prepared by: Preservation Section Chair Jennifer Waxman and
Council Liaison Terry Baxter)**

BACKGROUND

This report is being submitted to the Council to inform it about the results of the Preservation Section's membership survey, performed by the Preservation Section leadership from December 2011 to January 2012. While the sample size is small, the results may inform the Council about the interests and information needs of one of the larger groups in SAA (972 members), how the Preservation Section is working to address those needs, and how they may influence the Council's actions related to preservation.

REPORT

In the fall/winter of 2011 the Society of American Archivists Preservation Section surveyed its membership. The full survey, including tables and appendix, begins on page 4 of this report. The purpose of this survey was to gather information about the members themselves, to learn more about their professional interests, and to gauge their needs with regard to services and direction of the Preservation Section. Results from this survey will inform strategic planning of the Preservation Section.

Methodology: The section's Steering Committee came up with 10 questions, which were compiled and entered into SurveyMonkey by the Outreach Committee Chairperson. The full survey is attached to the end of this report. Members of the Steering Committee sent out e-mails to SAA and other archival or preservation-related listservs asking people to fill out the survey. The survey was open for two months, from November 15, 2011, to January 15, 2012.

Survey Participants: 74 respondents participated in this survey out of 972 registered section members. This represents .07% of the total section membership. Over half of respondents identified themselves as working in government or academic archives. Those that responded as working in "Other" or "Non-archival settings" described their employment as academic library, museum, conservation center/lab, preservation department, digital/digitization lab, corporate archive, or in archives or conservation education. Though over half of the respondents identify as associated with an academic

or government archive, we see diversity in the working environment of section membership.

Preservation Concerns: We asked participants to identify (via free text field) their greatest preservation need and what they thought their supervisor would identify as the greatest preservation need. By loosely categorizing the answers, we see that three responses—digital preservation (or electronic records), environmental control, and resources (funding, staff, space)—appeared most frequently. Other concerns that surfaced include preservation of audiovisual materials, digitization projects, education, conservation, disaster planning and surveys/assessments. Finally, a few respondents included concerns about preservation in small institutions. We are not able to produce reliable conclusions on the difference between participants’ responses and how they thought their supervisors would respond (for reasons related to inconsistencies in entering answers into a free text field).

Educational Opportunities: Respondents were asked to choose (as many as appropriate) what type of educational workshops they would like to see offered by the Preservation Section. Respondents’ needs reflect workplace concerns as discussed above. 70% of respondents would like to see digital preservation and electronic records offered in an educational setting. Over 50% of respondents would like to see training on how to conduct collection assessments, and nearly 50% would like to hear more about institutional case studies. 42% of respondents marked their interest in collection maintenance and 35% in emergency management. Respondents were also asked to add their own ideas. These responses varied widely, from basic conservation (book repair, treatment) to metadata and digitization in small libraries.

Conference Programming: Nearly 80% of the respondents would like to see programs on electronic records and digital preservation offered by the Section during SAA’s annual conference. Reformatting and institutional case studies followed as the next most popular topics chosen by respondents. Collection assessment and disaster preparedness also received a significant percentage of marks.

Preservation Resources: Respondents overwhelmingly chose online resources (defined as webinars, listservs, email and blogs) as the most frequently used method for getting preservation information. Just over 40% of respondents also chose in-person workshops or print resources as resources they consult. A number of respondents mentioned the benefit of reaching out to colleagues in the field.

Use of Preservation Section Website: 73% of respondents indicated that they rarely or never use the Preservation Section website. 30% of these responders did not realize that the Section had a website. This information reinforces the efforts of the section to update and promote the section’s web presence. To that end, respondents were asked to identify the resource or tool that they found the most useful (see the Appendix for list of responses). These responses will be considered as we update the “Preservation Resources” section of the website.

Section Involvement: 20% of the respondents volunteered to work with committee chairs on activities including outreach, education and web/publications. These members have been contacted.

Conclusion: As expected, our survey indicated that we have a membership who are engaged and challenged by today's preservation environment. While many responded with a need for more attention to digital preservation, we see that members still have great concern for the overall preservation environment and the amount of resources devoted to it. Fortunately, the Steering Committee is already addressing how best to support some of these needs. Currently the Web Committee is working to redesign the section's website to make it more robust and easier to navigate. The Education Section is developing the "Resources" page, and the SAA 2012 Program Committee has accepted sessions endorsed by the Preservation Section* that cover digital preservation, assessment, and low-cost preservation tools. The Preservation Section Steering Committee will review the survey results and follow up with initiatives that address the needs of the members. We have already contacted Section membership for assistance with some of these initiatives and will continue to look at ways to increase membership involvement.

** Staff note: The Conference Office did not receive any endorsements from the Preservation Section for the 2012 program.*

SAA Preservation Section 2011 Membership Survey Report

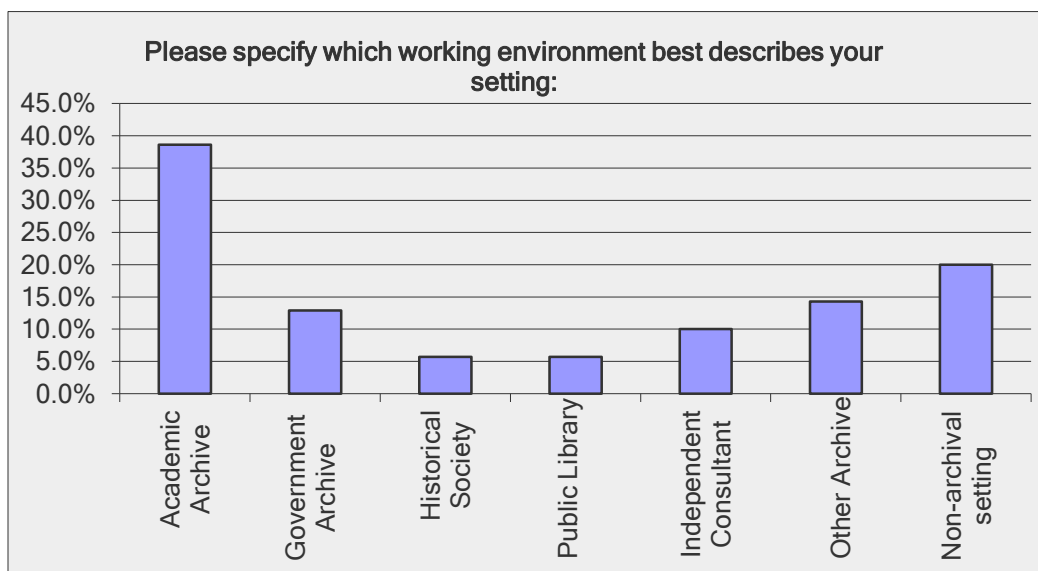
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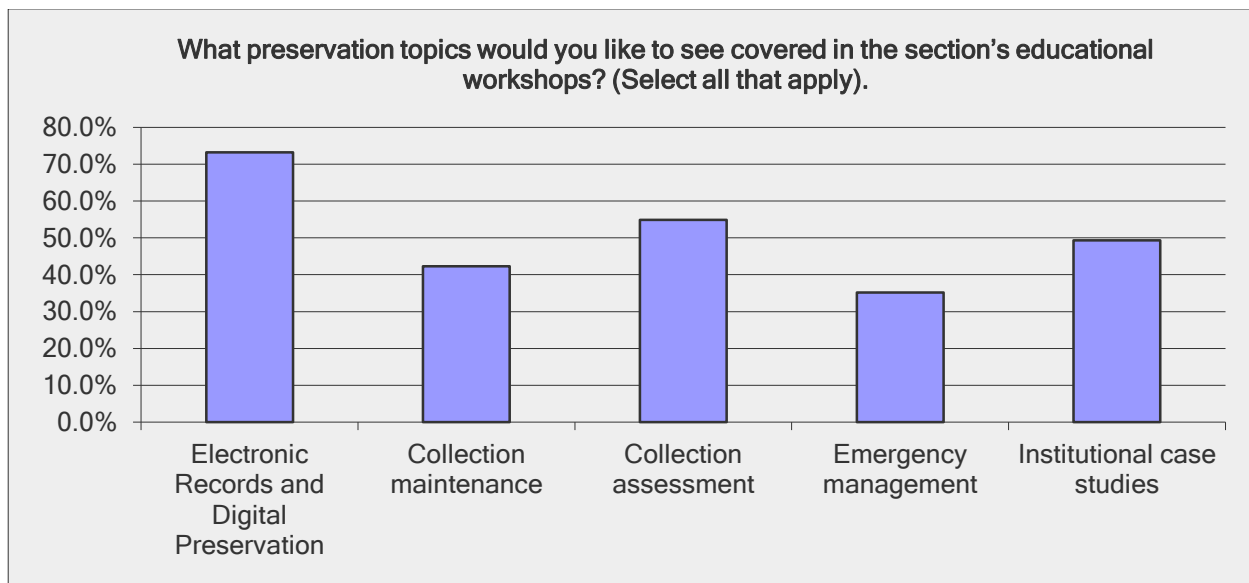


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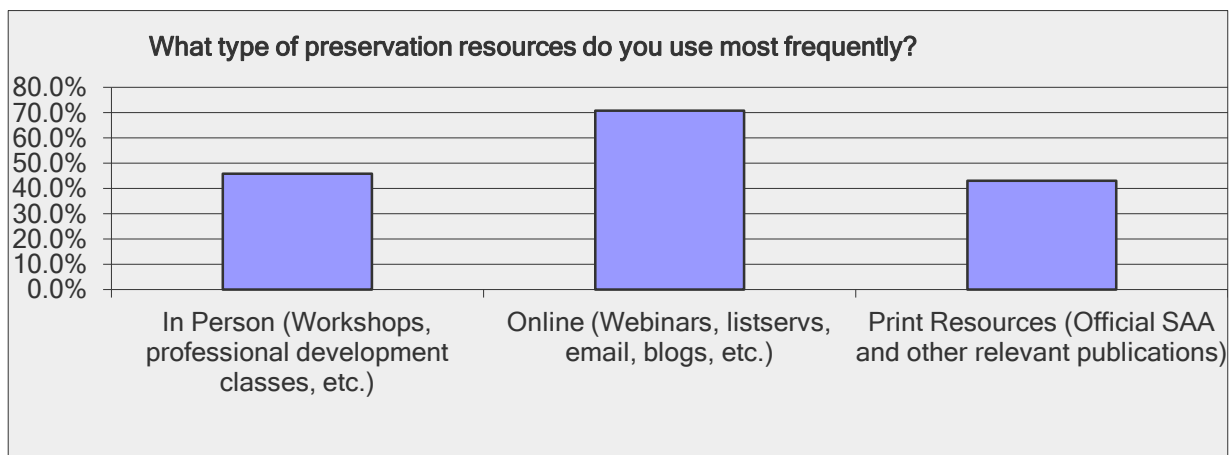
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Preservation Section Survey 2011

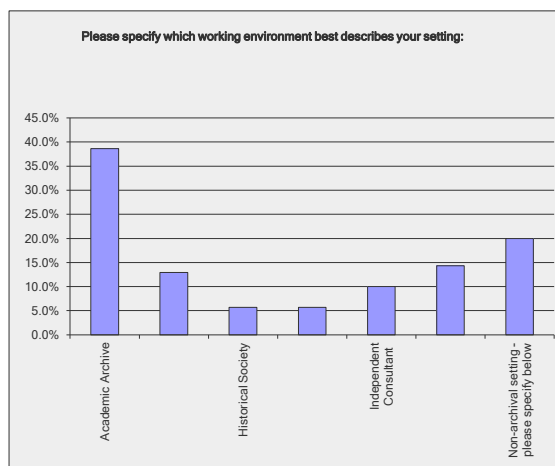
Question 1

Please specify which working environment best describes your setting:

Answer Options	Response Percent	Response Count
Academic Archive	38.6%	27
Government Archive	12.9%	9
Historical Society	5.7%	4
Public Library	5.7%	4
Independent Consultant	10.0%	7
Other Archive - please specify below	14.3%	10
Non-archival setting - please specify	20.0%	14
Other (please specify)		31
<i>answered question</i>		70
<i>skipped question</i>		4

OTHER:

- Museum setting
- public library with local history collections and genealogy collections.
- Library of congress
- Academic library
- Conservation center
- Academic/Research library
- Archival education
- Academic library with a couple of archives
- Academic library
- Responsibilities for teaching library and archive conservation in a graduate program in art conservation
- preservation reformatting of archival and special collections in an academic library
- Academic Library
- Academic library, special collections and archives
- Rare book and university archive
- Private special library
- Conservation lab for books, paper and photos for a large academic library.
- Digitization and Preservation Department at a University Library
- Restricted archive in a special/corporate library environment.
- Academic Research Library with special collections and university archives.
- Academic Library Preservation Department
- small, public research library focused on the equine industry
- University library
- Academic Rare Book Library
- Special Collections
- corporate art collection



Our organization represents a range of archives, and together we set standards for the specialized materials that they hold and collaborate on projects to preserve materials. We are subject-specific, and the collections reflect all media (analog and digital video and audio, photos/slides/negatives, posters and programs, oral histories, notes and journals, correspondence and emails, as well as costumes/props in some cases. Corporate Archive

Corporate Archive

unemployed

Business/Corporate Archives

Archive records pertaining to Clinical Research studies.

Digital Initiatives in academic library

Preservation Section Survey 2011

Question 2

In your particular setting, what would you say is your greatest preservation need? What would your supervisor consider your greatest preservation need?

Answer Options	Response Count
	70
<i>answered question</i>	70
<i>skipped question</i>	4

OTHER:

digital preservation; digital preservation

better environmental controls - we are in agreement

Electronic records. Unfortunately the university does not recognize our need for server space.

film preservation

Cold storage for film, magnetic tape, and photograph storage (color and black and white).

education

digitizing some of our local history collections

care of collections

preservation survey/assessment

Climate-controlled space; internal and structural (not technological) organization for acquisition/preservation of born digital collections.

Developing an electronic records preservation program. Major concern of administration rests with historic paper records.

More staff to focus on digital preservation and holdings management

Since we're involved with preservation education, I think our greatest need is just to know what others need. One area

Space and Staff

Continued education and discussion about developments in the field.

sustainability

Digitizing photographs for online access

A new physical repository designed for special collections and archives storage. Supervisor would agree.

Audio and Video tapes

Conservation treatment

digital preservation

Digital preservation

Me? Poor facilities and storage Supervisor? Digitization

I would say a comprehensive preservation plan including a disaster plan for our incredibly large and complicated cultural institution with an amazing breadth and depth of collections in dire need would be my priority. My supervisor (director for preservation) is more interested in amassing a large staff of assistants to feed her ego and demonstrate her importance to the administration.

Better climate control, especially humidity; more efficient digital workflow from files to metadata and PDF creation

Better housing/shelving/grant funding to support staff time to develop and maintain appropriate digital projects

funding

Establishing and resourcing preservation priorities at the institution level so resources are shifted to media at highest risk of loss: digital and sound and moving images

Space! We need more funding and staff, but that is useless without space to put people and perform activities.

In both cases, a full service repository for our local digital objects that satisfies long term preservation requirements as well as state-of-the-art access at any moment in time.

preservation of digital collections and electronic records

Space; processing staff (who conduct baseline preventative preservation and assessment during processing); digital preservation and curation

Money, time and space.

Better environmental controls in stacks.

1. preserving unprocessed collections 2. digital preservation

Funding for conservation staff.

Funding

Well, the question that seems to constantly confront us is "Is there a need for preservation at all?". Every five years we are the target of budget cutting and we spend a year justifying our archive. Given that fact, our greatest preservation need is achieving buy-in.

1: Instruction on preservation of moving image and sound materials, including magnetic media; 2: Instruction on planning strategies and best practices for stewardship of digital resources.

General maintenance of the collections

Not applicable. I consult with clients to determine their preservation needs

Our greatest need is an HVAC system with working humidity controls. My supervisor considers preservation as merely placing books into boxes.

I would say our greatest need is to either increase staffing or decrease our activities. My supervisor would probably say we need to increase our visibility and revenue.

local government records and personal papers

Me - Expertise in non-print conservation. Supervisor - more output, work faster.

preservation of deteriorating acetate negatives. Same.

we would agree on support for preservation of digital content

HVAC and theft security are tied for my #1, supervisor would say storage space

I would say environmental control: i.e. the need setting up on an environmental monitoring system, then making adjustments to climate control and light control as needed. I am not sure, but my supervisor would probably say the \$\$ to do this.

Triage for rare materials after years of benign neglect

Preservation of paper documents in both storage areas and while on display in our museum.

preservation of born digital materials. not sure supervisor understands this concept.

1) access to trustworthy technology advice that is suitable for underfunded and small to medium size collections, 2) staff -- we never have enough for the projects we need to complete

A truly climate controlled environment geared toward all material types in collection.

finding work in the library/archives preservation field

digital preservation framework followed closely by the ability to preserve ephemeral media such as a/v

I see many small repositories that could benefit from preservation expertise but they do not know how to find it/pay for it/implement it.

a pest free environment (we regularly have cockroaches and mice in the building, including the stacks, because of all of the food in the building). Also, better environmental controls and space.

a conservator

not enough storage for all collections and the fact that some materials are being stored offsite in very bad conditions.

Surveys / data collection.

Environmental control. My current location is a basement with very high humidity.

All off-site storage: vault storage, but hard for access. My boss would say that getting the Journal of Proceedings of our City Council digitized/reformatted is the biggest need. (I agree that this is very, very important, too.)

resources/time

stable conditioned environment

Need for server space and auto backup offsite for electronic records, a library disaster plan, and better temperature and humidity control. Preservation is not on the priority list for supervisor.

audio-visual materials, digital preservation

Managing the large amount of archive boxes being stored offsite. Remaining in compliance with our established Global Retention Schedule.

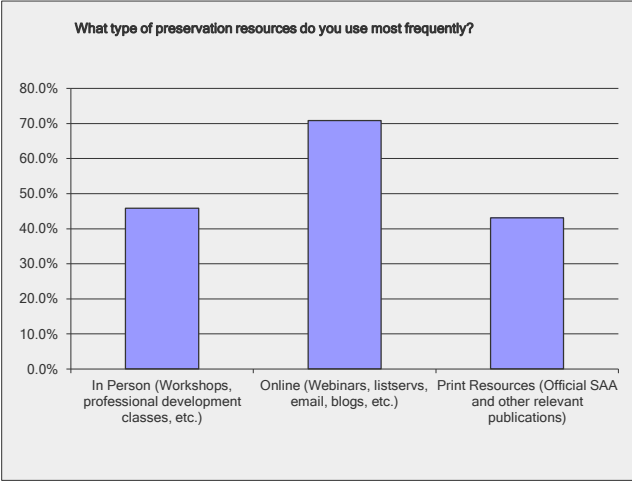
Me: More rigid environmental controls Supervisor:

digital preservation for both.

Preservation Section Survey 2011

Question 3

What type of preservation resources do you use most frequently?		
Answer Options	Response Percent	Response Count
In Person (Workshops, professional	45.8%	33
Online (Webinars, listservs, email,	70.8%	51
Print Resources (Official SAA and	43.1%	31
Other (please specify)		9
<i>answered question</i>		72
<i>skipped question</i>		2



OTHER:

But needed those in person workshops first.

classes

Beginning to use blogs more.

web sources/resources or my fellow conservators in other institutions

All, but on-line is day-to-day

Phone calls to other professionals

we have access to official SAA publications but I don't use them as frequently as I would like.

we need all of these, and we would make our resources available through all three of these dissemination strategies.

Have taken more workshops in the past, but not lately.

Preservation Section Survey 2011

Question 4

What is your favorite preservation resource?
Please be specific and provide url(s), if applicable.

Answer Options	Response Count
	61
<i>answered question</i>	61
<i>skipped question</i>	13

OTHER:

NEDCC; ALA Preservation & Reformatting Section

www.nedcc.org and heritagepreservation.org

COOL

COOL

The Image Permanence Institute at <https://www.imagepermanenceinstitute.org/>

npc

books and websites

COOL

ALA preservation week, preservation resources: <http://www.ala.org/ala/mgrps/divs/alcts/confevents/preswk/tools/comps.cfm>

Workbooks received from the workshops I have attended; Ritzenhaller's Preserving Archives and Manuscripts

I do not have one.

CCI Notes - <http://www.cci-icc.gc.ca/crc/notes/index-eng.aspx> NPS Conserve-O-Grams - http://www.nps.gov/museum/publications/consveogram/cons_toc.html

padg list serv nedcc cool

CCI Notes <http://www.cci-icc.gc.ca/crc/notes/index-eng.aspx> NEDCC pamphlets/resources

Master Plans resources <http://www.masterplansinc.com/mp%20links.htm>

NEDCC "Preservation Leaflets" (<http://www.nedcc.org/resources/leaflets.list.php>) NPS "Conserve O Grams" (http://www.nps.gov/history/museum/publications/consveogram/cons_toc.html)

<http://heritagepreservation.org/PROGRAMS/TASKFER.HTM> Heritage P emergency task force

NEDCC website

NEDCC

CoOL (conservation online) and the book and papergroup annual.

Canadian Conservation Institute

NEDCC website

NEDCC publications, BPG annual archives discussion group printed and on-line.

padg listserv

CoOL CCI resources

NEDCC. www.nedcc.org

I guess I would say the PADG listserv

Depends. Pres. problems--CoOL, PADG, <http://www.conservation-us.org>, <http://aata.getty.edu>, colleagues. Teaching--nedcc.org & <http://www.cci-icc.gc.ca>.

CoOL

NEDCC preservation 101

CObservationOnLine

Bonefolder - <http://www.philobiblon.com/bonefolder/> Conservation Online- <http://cool.conservation-us.org/> Preservation 101- <http://www.nedcc.org/education/online.php>

AIC Journal and conservation dislist.

The Library of Congress' Preservation, NEDCC and CCAHA websites

That's need-specific. For digital stewardship, it's FADGI <<http://www.digitizationguidelines.gov/>>. For audio-visual, it's more dispersed.

CoOL

Conservation online, NEDCC

NEDCC leaflets

Library of Congress Preservation Directorate - <http://www.loc.gov/preservation/> NARA preservation website -
<http://www.archives.gov/preservation/> NPS Conserv O Grams
http://www.nps.gov/history/museum/publications/conservoogram/cons_toc.html SAA Glossary - <http://www.archivists.org/glossary/>

NEDCC leaflets, PADG listserv

NEDCC

no one preference

<http://www.conervationresources.com/> <https://www.imagepermanenceinstitute.org/> <http://learningtimesevents.org/c2c/category/recording/>
<http://e-records.chrisprom.com/> <http://www.nedcc.org/home.php>

Colleagues!

Conserv-o-grams: http://www.nps.gov/museum/publications/conservoogram/cons_toc.html

work with internal IT.

IMLS publications.

NEDCC <http://www.nedcc.org/home.php>

General: CoOL, ARSC, D-LIB

Conservation Distlist

Probably the NEDCC website.

I frequent many but I would say the NEDCC website and Conservation Online www.nedcc.org <http://cool.conservation-us.org/>

Colleagues, NEDCC's website, SAA's fundamental series books

Conservation D-List or NPS Conserv-o-grams

I work within a large conservation section, so my colleagues are by far the most important resource. For general help, I always like the NEDCC.

Not sure. Since we cannot do specific preservation stuff (just holdings maintenance), not always in need of checking regularly. For digitization to come, yes, I will be working on getting lots of info. re. long-term preservation!

<http://geopreservation.org/index.jsp;jsessionid=j1G6TG4ZJ5kDLnthSZDHHJGT0rTxpQt5gMTM6xbTHtrlnzM7J7QC!480336224>

NEDCC

A&A listserv

Books, articles and other resources from SAA, Library of Congress, etc.

NISO TR-01 1995. Environmental Guidelines for the Storage of Paper Records.

Preservation Section Survey 2011

Question 5

How often do you consult the SAA Preservation Section website?

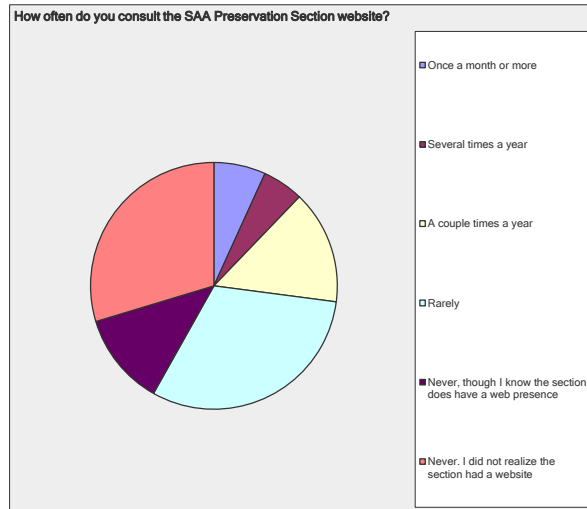
Answer Options	Response Percent	Response Count
Once a month or more	6.8%	5
Several times a year	5.4%	4
A couple times a year	14.9%	11
Rarely	31.1%	23
Never, though I know the section	12.2%	9
Never. I did not realize the section	29.7%	22
Other (please specify)		3
<i>answered question</i>		74
<i>skipped question</i>		0

OTHER:

It is not up to date

I subscribe to list-serve

Recently joined the Preservation Section.



Preservation Section Survey 2011

Question 6

IF you use the SAA Preservation Section website, why do you consult it? (Select all that apply).

Answer Options	Response Percent	Response Count
For preservation news	20.7%	6
To locate names and contact	41.4%	12
For information about upcoming	31.0%	9
To locate resources for more	62.1%	18
Other (please specify)		5
<i>answered question</i>		29
<i>skipped question</i>		45

OTHER:

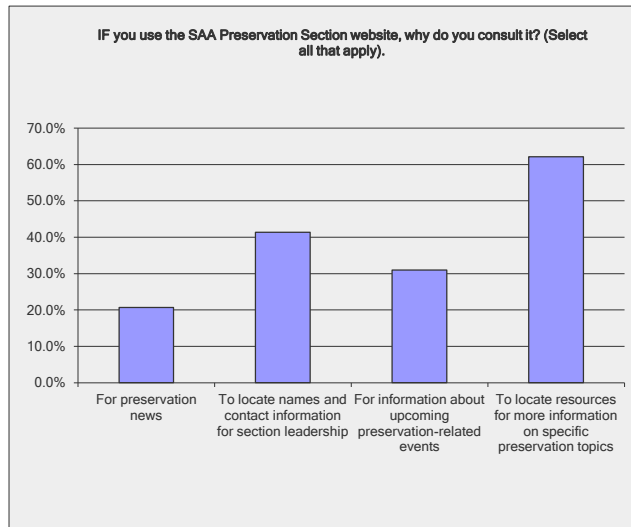
Information about grants.

To see what is new and to keep up.

It would come up on a search or referral

to find out what's there

Other than the links, the page is out of date, so I rarely use it.



Preservation Section Survey 2011

Question 7

What preservation related listservs do you subscribe to? (Select all that apply).		
Answer Options	Response Percent	Response Count
COOL	68.9%	42
PADG	78.7%	48
AMIA	19.7%	12
ARSC	19.7%	12
Digipres	47.5%	29
Other (please specify)		16
<i>answered question</i>		61
<i>skipped question</i>		13

OTHER:

preservnw

NCPC

SRMA; HP's c2c; IFLA; AIC-Cert

IS COOL still "live"

ConsDist, IASA, IFLA-PAC, IPI, ARCAN-L, GCI Bulletin, Carta-L

SHARP society for history authorship, reading and publishing.

exlibris

MicroLink (for preservation microfilming)

Digital-Preservation; DigLib

Lyrasis - Preservation

heritage preservation listserv, imls listserv

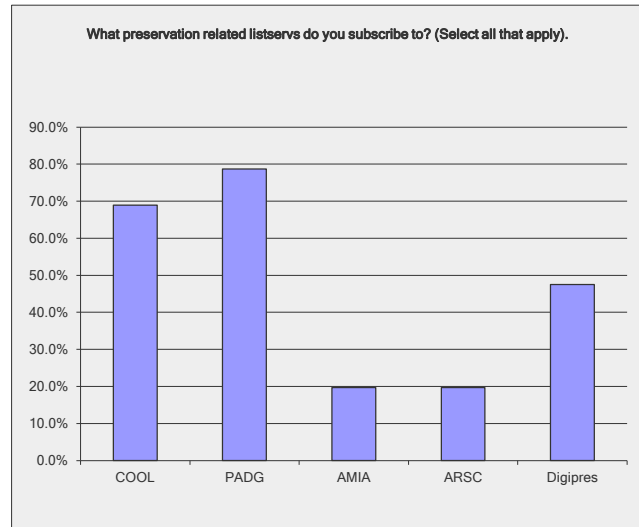
COOL isn't actually a listserv...

none at the moment, too much email from other lists

<http://groups.yahoo.com/group/photoconservation/>

Don't even know about #1,2,5. ARSC and AMIA would be for media and we don't have much.

Linkedin

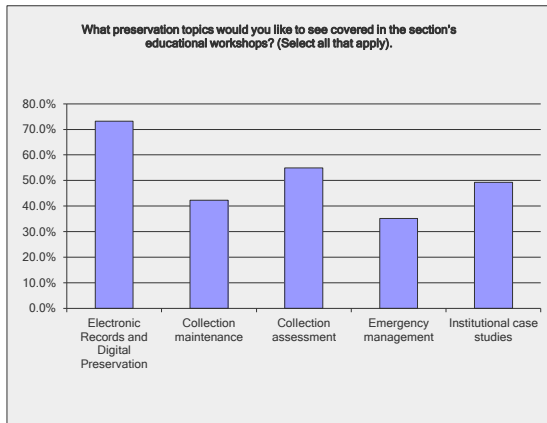


Preservation Section Survey 2011

Question 8

What preservation topics would you like to see covered in the section's educational workshops? (Select all that apply).

Answer Options	Response Percent	Response Count
Electronic Records and Digital	73.2%	52
Collection maintenance	42.3%	30
Collection assessment	54.9%	39
Emergency management	35.2%	25
Institutional case studies	49.3%	35
Other (please specify)		15
answered question		71
skipped question		3



OTHER:

Educational seminars about best practices in environmental monitoring (e.g. - placement of data loggers, interpretation of graphical data, acceptable versus unacceptable temperature and relative humidity fluctuations within a 24-hour period, agreed upon standards for film, magnetic tape, multimedia, and other vulnerable materials.)

step by step how to digitize, best types of software, hardware etc. for small libraries.

Preservation 101 (continuing education, refresher style)

Any of the above, also architectural records.

AV preservation

The science of preservation

Public outreach

Collection risk management

metadata: mets, mods, premis

Non-print based conservation treatments, storage...

Basic rare book repair, museum preservation best practices, treatment of moldy documents

collaborative projects that are being tested or are being widely implemented.

sound and moving image recordings preservation

a/v preservation; really good info on how to conduct collections or repository level surveys; really good info on how to select for preservation in an archival institution

appraisal

Preservation Section Survey 2011

Question 9

What preservation topics would you like to see covered in the section's SAA Annual Conference programs? (Select all that apply).

Answer Options	Response Percent	Response Count
Electronic Records and Digital	79.4%	50
Analogue conservation	52.4%	33
Disaster Preparedness	30.2%	19
Institutional case studies	52.4%	33
Collection assessment	46.0%	29
Other (please specify)		9
answered question		63
skipped question		11

OTHER:

Technical standards and guidelines recommended for audio, and, audio-video conversion in accordance in accordance with the University of Indiana Bloomington model; digital conversion equipment purchase recommendations; recommended vendors.

please, no more disaster preparedness !!!!! we get it....time to move on to other issues such as storage, digital, how to market your collection to public, etc.

I don't attend.

am not a member and would not attend

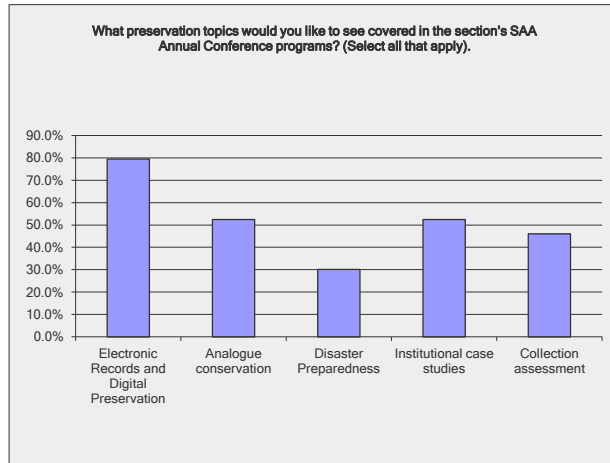
Collection risk management for archives

audio and moving image preservation

Same as above

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Preservation Section Survey 2011

Question 10

Are you interested in serving on one of the Section's committees? Education, Nominating, Outreach, Program and Web Liaison/Publications Committees are all recruiting new members.

Answer Options	Response Percent	Response Count
Yes - please provide contact	19.1%	13
No	80.9%	55
Contact Information / Committee		21
<i>answered question</i>		68
<i>skipped question</i>		6

CONTACT INFO / COMMITTEE

CONTACT INFO DELETED FOR PRIVACY

