



SOCIETY OF
**American
Archivists**

LEADERSHIP ORIENTATION 2021

WORKING TOGETHER

AGENDA

- Overview of Sessions
- Introductions (who's who?)
- Sections Review Working Group
- SAA Foundation Funding / Events
- Leader Resources
 - Communicating with Council
 - Virtual Events / SAA Zoom
 - Microsites + SAA Connect + Social Media
- Q&A

SAA Leadership Orientation 2021

Register: <https://connect.archivists.org/events/calendar>

Tuesday, July 27 (Lead: Stephen R. Curley)

Working Together reintroduces you to the tools and resources that will empower and thrust your work into consistent directions. As SAA Leaders we can all use a back to basics approach that will get us on the same page with respect to re-engaging the leadership manual, funding opportunities, and an update with the SAA Section Review Working Group.

Wednesday, July 28 (Lead: Rachel Winston)

Evolving Together will focus on the progress of SAA's DEIA work plan, and highlight the many ways SAA sections have collaborated to create successful virtual programs. This session will give leaders the chance to learn from each other about progress achieved in the last year.

Thursday, Jul 29 (Lead: Derek Mosley)

Forward Together presents an opportunity to hear about the strategic plan from SAA Council members, receive updates from our incoming president and welcome our new Executive Director. The session will help leaders understand the goals and objectives for the upcoming term.

Introductions

Stephen R. Curley, *National Native American Boarding School Healing Coalition*
Council Member (2020-2023)

Eric Chin, *NBC Universal*
Council Member (2019-2022)

Ricardo Punzalan, *University of Michigan School of Information*
Council Member (2018-2021)

JoyEllen Williams, *Kennesaw State University*
SAA Foundation Board Member

Felicia Owens, *Governance Program Manager*

Matt Black, *Web & Information Systems Administrator*

Council Liaisons (2021-2022)

<https://www2.archivists.org/governance/SAA-Council-Liaisons-to-Component-Groups>



Eric Chin



Stephen R. Curley



Jasmine Jones



Dominique Luster



Mario Ramirez



Derek T. Mosley



Tonia Sutherland

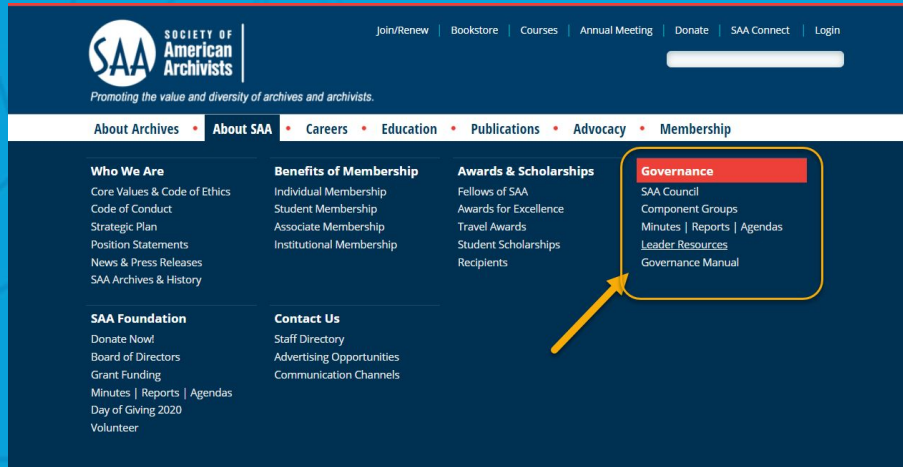


Meg Tuomala



Rachel E. Winston

SAA Council Section Review Working Group



SAA Sections Directory at:
<https://www2.archivists.org/groups/sections>

Governance Manual, Section IX.C.2. at:
<https://www2.archivists.org/governance/handbook/section9>

2. To remain in good standing, all sections must fulfill the following annual requirements:
 - a. Posting of standing rules on the section's official microsite to serve as a supplement to the Governance Manual, Section IX. Sections.
 - b. Submission of a proposal for the section's annual meeting (including agenda, description, preference for onsite/offsite location, AV needs, duration, and indication of whether it is a solo or joint meeting) by March 1 each year.
 - c. Conduct of an online election for the section's leader(s) using SAA's process, with submission of the slate due by June 1 each year. The ballot should include a simple questionnaire asking for member feedback on the effectiveness of the section.
 - d. Submission of an annual report and a complete leader roster by September 1 each year. The report should be prepared by the outgoing chair. Reports will be submitted via an online form created by the SAA staff and will include an indication of how the section addressed SAA's strategic priorities in the last year.
 - e. Responsiveness to SAA Council requests for assistance in conducting research, drafting expert comments, or undertaking other activities related to the section's area of special interest.
3. Sections may be discontinued if they do not meet one or more of the requirements stated above. Inability to meet a requirement will lead to a conversation between/among the section chair and/or steering committee, the Council liaison, and the executive director to determine 1) why the group is unable to complete the activity, 2) what might be done to assist the group in moving forward (e.g., combine with another group, change leadership), and 3) whether the section might function more effectively as a special interest discussion list. The Council will decide if a section is to be discontinued.

SAA Council Section Review Working Group

Working Group created by Council in December 2019.

“To consider options for strengthening
and ensuring the sustainability of
member affinity groups.”

Sections Assessment - Methodology

Currently 46 Sections of varying purpose:

- Identity
- Function
- Institution
- Format
- Professional, Ethical, Legal

The phrase “affinity groups” is used in this context to denote related component groups that comprise committees, task forces, sections, etc. The SAA Council has considered “affinity groups” as a way to facilitate umbrella-like connections and mergers among similarly focused component groups within SAA

| | A | B | C | |
|----|------------------------------------|--|------------------------------|-------------|
| 1 | New SAA Section (Division?) | Current SAA Section | Possible overlap area | Note |
| 2 | Identity | Accessibility and Disability | | |
| 3 | Function | Acquisitions and Appraisal | | |
| 4 | Identity | Archival Educators | | |
| 5 | Function | Archival History | | |
| 6 | Function | Archives Management | | |
| 7 | Identity | Archivists and Archives of Color | | |
| 8 | Institution | Archivists of Religious Collections | Format | |
| 9 | Format | Audio and Moving Image | | |
| 10 | Institution | Business Archives | Format | |
| 11 | Function | Collection Management | | |
| 12 | Institution | College and University Archives | | |
| 13 | Format | Congressional Papers | | |
| 14 | Function | Description | | |
| 15 | Format | Design Records | | |
| 16 | Identity | Diverse Sexuality and Gender | | |
| 17 | Format | Electronic Records | | |
| 18 | Professional, Ethical, Legal | Encoded Archival Standards | | |
| 19 | Format | Government Records | | |
| 20 | Format | Human Rights Archives | | |
| 21 | Identity | Independent Archivists | | |
| 22 | Identity | International Archival Affairs | | |
| 23 | Professional, Ethical, Legal | Issues and Advocacy | | |
| 24 | Format | Labor Archives | | |
| 25 | Identity | Latin American and Caribbean Cultural Heritage | | |
| 26 | | | | |

Sections Assessment - Metrics

Health. Performance. Viability.

For Annual Reports 2019-2020, Section Leadership noticed additional questions in "Self-Assessment" and "Questions for Council" Sections.

- a. How would you describe the health or energy of your section? How engaged are your members?
- b. What forms of communication work best for your section members?
- c. Does your section share issues or scope overlap with other sections? If so, which sections?
- d. If your section were to be part of an umbrella or affiliation with other sections, how would you describe the overarching theme of that umbrella?
- e. Do you have any concerns or questions about the potential for your section to merge or affiliate?

Goals of this Working Group to expand on these two annual report questions in an Evaluative Questionnaire instrument at a later date.

About the SAA Foundation

- 501(c)(3) organization
- Nation's leading source of non-profit funding dedicated to the interests of archives and archivists
- SAA is sole client
- Comprised primarily of SAA members (we are of SAA and for SAA)
 - Class A Members (executive committee of SAA + past president of SAA)
 - Class B Members (11-16 nominated individuals elected by SAA)
 - *Ex officio* members (ED of SAA + Director of Finance in SAA)

The SAA Foundation raises money to provide resources to enhance the work of the archival community.

Funds Supported by the SAA Foundation

Ten funds supported by the SAA Foundation

- Archival Worker's Emergency Fund (AWEF)
- Strategic Growth Fund
- Margaret Cross Norton Fund
- Linda J. Henry Fund
- National Disaster Recovery Fund for Archives
- Mosaic Scholarship
- F. Gerald and Elsie Ham Scholarship
- Harold T. Pinkett Student of Color Award
- Donald Peterson Student Scholarship Award
- Philip Hamer and Elizabeth Hamer-Kegan Award

Notable SAAF Activities 2020-2021

- Launched and provided seed funds of \$15,000 for Archival Worker's Emergency Fund in April 2020
 - Foundation Board voted to extend AWEF through December 31, 2021 (its future is under review)
- Revamped Class B Board member nomination process to rely less on individual network and release a call for applications
- Hired Schultz & Williams, a development consultant, to improve SAAF development efforts (first meeting with S&W was in May 2021)
- Renamed travel award in anticipation of the hybrid nature of future SAA Annual Meetings



Felicia Owens



JoyEllen Williams



Scott



Margery Sly



Wilda Logan



Fynnette



Sharmila Bhatia



Dennis Meissner



Nancy Beaumont



Michele Pacifico



Melissa Gonzales



Amy Fitch



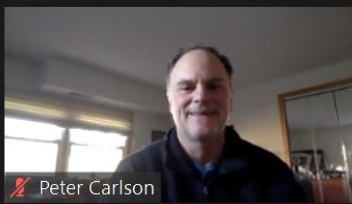
Lisa Mangiafico



Rachel Vagts



Michele Hagen



Peter Carlson



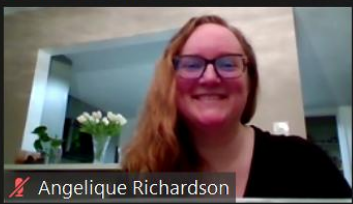
Meredith Evans



Gina Minks



Courtney Chartier



Angelique Richardson

Get Involved and Learn More

- Donate (Day of Giving, Annual Appeal. . .)
- Planned Giving
- Volunteer

SAA Foundation page: <https://www2.archivists.org/foundation>

SAA Foundation Bylaws:

<https://www2.archivists.org/groups/saa-foundation-board-of-directors/saa-foundation-bylaws>

*Feel free to contact any Foundation Board member
(my email address is jfree110@kennesaw.edu)

Leader Resources

Felicia Owens

Governance Manager

fowens@archivists.org

Matt Black

IT Administrator

mblack@archivists.org

- Leader Resource Page
- Virtual Events / SAA Zoom
- Funding for SAA Groups
- Microsites
- SAA Connect
- Leader List



SOCIETY OF
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Archivists

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Promoting the value and diversity of archives and archivists.

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Groups

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[Important Dates & Deadlines](#)

[Zoom Video Conferencing](#)

[Microsite Manual](#)

[Funding for SAA Groups](#)

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**Important Dates
& Deadlines**



Contacts



**Funding
for SAA Groups**



Report Forms



**SAA Microsite
Manual**



**Section
Elections Guide**

Virtual Events

- Zoom Meeting license, capacity for 500 participants
- Schedule via Calendly
- Email Confirmations
 - Zoom Info - Immediate
 - Login Details - 2 Hours Prior
- RSVP Page for Open Events
- Recordings on SAA YouTube

SAA Group Meeting

🕒 1 hr

📺 Web conferencing details provided upon confirmation.

Select a Day

August 2021 < >

| SUN | MON | TUE | WED | THU | FRI | SAT |
|-----|-----|-----|-----|-----|-----|-----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

🌐 Central Time - US & Canada (7:08pm) ▾

Funding for SAA Groups

Fiscal Year: July 2021 - June 2022

- Component Group Funding Request
 - Form due by *March 1*
- SAA Foundation Strategic Growth Grants
 - Apply by *November 15*

Archives Management Section

[View](#)[Edit](#)[Outline](#)[Revisions](#)

Steering Committee Roster

Welcome to the **Archives Management Section** (formerly Roundtable) home page. This section identifies and addresses management issues important to archivists and archival institutions and brings together archivists from dissimilar institutions who share these interests.

Recent News & Announcements

Meet the candidates for 2021-2022 Section Leadership!

Thank you to all of our excellent candidates for standing in the 2021 Archives Management Section election!

Proposed Amendments to Standing Rules on Summer 2021 Ballot

Referendum to appear on Summer 2021 ballot

Candidates for 2020-2021 Section Leadership

Learn about the candidates for the 2020 elections!

Candidates for Leadership Positions (2019)

Slate of candidates for the 2019 elections with their brief bios and statement of interest.

Annual Meeting Description and Agenda (2018)

A Message From Outgoing Chair Nancy Lenoil (2018)

Announcement of Leadership Roster for 2018-2019

Voting in Archives Management Section Election is open! (2017)

You have until July 10th to cast your ballots.

The SAA Archives Management Section is seeking nominations for leadership positions! (2017)



Archives Management Section

Archives Management Section

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ABOUT AM

[Leadership](#)[Standing Rules](#)

ACTIVITIES

[Meeting Minutes](#)[Annual Reports](#)

- MY COMMUNITIES
- ALL SECTIONS
- MANAGE MY SECTIONS



SAVE THE DATE! NAAS SECTION MEETING ON JULY 29

BY: [ROSE BUCHANAN](#), JUL 22, 2021 12:06 PM

POSTED IN: [NATIVE AMERICAN ARCHIVES SECTION](#)

Hi all, The Native American Archives Section (NAAS) Steering Committee will host our annual section meeting on Thursday, July 29, from 3:00 to 4:30 p.m. CT. We will recap projects from the past year, hear from guest speakers, and have an open discussion ...



PLASC SECTION MEETING - JULY 30, 2021 [11:00 AM TO ...

BY: [LAURA CARROLL](#), JUL 22, 2021 9:00 AM

POSTED IN: [PUBLIC LIBRARY ARCHIVES & SPECIAL COLLECTIONS SECTION](#)

Dear PLASC Community, Mark your calendars and plan to attend the Public Library Archives and Special Collections Section Meeting on July 30, 2021 [11:00 AM to 12:30 PM CT]! The meeting will feature our guest speaker, Deborah Hakes, Communications ...



RE: ORAL HISTORY RECORDINGS

BY: [ELIZABETH KOBERT](#), JUL 22, 2021 8:47 AM

POSTED IN: [COLLEGE & UNIVERSITY ARCHIVES SECTION](#)

Hi Kristine, Would it be possible for you to listen to the recording first, to ensure that it lines up with the transcript? If nothing was redacted, and the transcript is available, I don't see a conflict with permitting a faculty member to listen to ...

MORE

UPCOMING EVENTS

COMMITTEE ON PUBLIC POLICY (2021 MEETING)

Jul 22, 11:30 AM - 01:00 PM (CT)

AWARDS COMMITTEE (2021 MEETING)

Jul 22, 02:00 PM - 03:00 PM (CT)

REGIONAL ARCHIVAL ASSOCIATIONS CONSORTIUM (2021 MEETING)

Jul 22, 03:00 PM - 04:30 PM (CT)

REGISTER NOW

ARCHIVES
Together/Apart
RECORDS

AUGUST 2-6, 2021

SAA LEADER LIST

[SETTINGS](#)[COMMUNITY HOME](#)[DISCUSSION](#) 1.1K[LIBRARY](#) 22[EVENTS](#) 0[MEMBERS](#) 731

LATEST DISCUSSION POSTS

[ADD](#)

MORE NAVIGATORS NEEDED! PLEASE CONSIDER SUPPORTING ...

BY: [DEVHRA BENNETT-JONES](#) , JUL 20, 2021 6:13 PM

Call for Navigators! Attention all attendees of the 2021 virtual Annual Meeting of the Society of American Archivists! We are currently experiencing a shortage of Navigators for the 2021 Virtual Navigator Program! Do you want to help a colleague ...



SAA LEADERSHIP ORIENTATION NEXT WEEK!

BY: [SAA HEADQUARTERS](#) , JUL 20, 2021 11:01 AM

All SAA component group leaders are invited to attend the 2021 SAA Leadership Orientation and Forum, a three-part interactive forum series that will connect experienced leaders with newer ones to help you gain an understanding of your roles and responsibilities ...



SAA SECTION + APPOINTED GROUP MEETINGS IN JULY

BY: [SAA HEADQUARTERS](#) , JUL 19, 2021 11:01 AM

Join SAA component groups for tons of great programming throughout July, all leading up to ARCHIVES*RECORDS 2021. Everyone is welcome to attend any of the 60+ live events and meetings—all for free! [VIEW FULL CALENDAR](#) Browse the complete

[UPLOAD FILE](#)

LATEST SHARED FILES

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AGENDA FOR DIVERSITY COMMITTEE BUSINESS MEETING 07/15, ...

BY: [TAMMI KIM](#) 9 DAYS AGO

ADVOCACY ALERT: NATIONAL ARCHIVES FY 2022 FUNDING

BY: [SAA HEADQUARTERS](#) 3 MONTHS AGO

SAA SEEKS EXECUTIVE DIRECTOR

BY: [SAA HEADQUARTERS](#) 4 MONTHS AGO[MORE](#)



**Important Dates
& Deadlines**



Contacts



**Funding
for SAA Groups**



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**Section
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Questions?

Thank you and see you tomorrow!