

The Society of American Archivists

SAA Newsletter

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Who's Entitled to Know What? The Debate in Washington and Ottawa

Freedom of information legislation proposed by the government is pending before legislators in both the United States and Canada. As the *Newsletter* went to press in mid-October, the Reagan Administration submitted a legislative package to Congress which proposed sweeping changes in almost every aspect of the U.S. law, first enacted in 1966 and considerably broadened in 1974. While an Administration spokesperson, Jonathan C. Rose, termed the recommendations "very moderate and limited," Jack C. Landau, director of the Reporters Committee for the Freedom of the Press, termed the proposals "a frontal assault on the Act. The kind of government accountability we've known will not exist if the Administration bill is passed." The new legislation would result in less access to government records in all cases. What the measure does not do, however, is ask for a total exemption for the CIA, Defense Intelligence Agency, and the National Security Agency, as some observers had expected.

Many who testified at congressional hearings on FOIA this summer argued that the taxpayer foots the bill for commercial requesters who obtain commercially valuable information under the Act at a relatively low cost. Under the Reagan measure, agencies would be permitted to charge requesters the fair market value for information obtained through FOIA.

In the summer hearings, Joan Hoff Wilson, executive secretary of the Organization of American Historians, argued that historical research on contemporary events would be undermined if Congress restricted what can be disclosed under the Freedom of Information Act. "Because scholars interpret government decisions affecting individual citizens and national policy, they may be the most important users of the act even though they are few in number," Wilson stated.

Criticism of the act has mounted in recent years, with opponents contending that it now costs up to \$50 million a year for U.S. agencies to respond to requests for information. Other critics say that confidential business data have sometimes been disclosed by agencies and that intelligence agencies have been harmed because informants fear that material about them may be released.

At the hearings, Rose and Wilson agreed that Congress should consider allowing more public access to its own records. Congressional documents are currently exempted from coverage of the FOIA, which applies only to agencies in the executive branch.

In Canada, the federal government's proposed freedom of information legislation has been under consideration for some time. According to one knowledgeable observer it became "almost
(continued on p. 2)

Fellows Honored in Berkeley

Five new Fellows of the Society of American Archivists were announced at the annual meeting in Berkeley. Honored were Douglas A. Bakken, John Daly, William L. Joyce, Richard H. Lytle, and Carolyn A. Wallace.

Bakken, Director of the Ford Archives at the Henry Ford Museum, was cited for his distinctive contributions to the development of modern business archives in the areas of planning and outlining goals, historical scholarship, and outreach and public relations. Daly, Director of the Illinois State Archives, played a key role in the Illinois archival renaissance, increasing the size of the State Archives' holdings, working for passage of a 75-year access law, and establishing the Illinois Regional Archival Depository System.

Joyce, Assistant Director for Rare Books and Manuscripts at The New York Public Library, was cited for his active involvement in numerous Society committees, including Institutional Evaluation, Program, and Education and Professional Development. Lytle, Archivist of the Smithsonian Institution, was honored for his leadership and guidance of the Society's work on descriptive systems, for his writings on archives, and for his service on Council. Wallace, Director of the Southern Historical Collections at the University of North Carolina, was recognized for her work on SAA committees and task forces, for her scholarly writings, and for her support of novice archivists.

SAA Award Winners Announced

The City of Toronto Archives received SAA's Distinguished Service Award, one of several awards presented at the 1981 annual meeting in Berkeley. The Distinguished Service Award, presented to an archival institution or organization which has given outstanding service to the public and has made an exemplary contribution to the archival profession, was accepted by Robert N. Woadden, Toronto's Deputy City Clerk, and R. Scott James, City Archivist.

The Waldo Gifford Leland Prize, awarded to an outstanding published work in the archival field, went to H.G. Jones of the University of North Carolina for *Local Government Records*. Jones is the only individual to win this award twice. A Leland Certificate of Commendation was presented to the Consultative Group on Canadian Archives for its *Report to the Social Sciences and Humanities Research Council*. The award was accepted by the chair of the Group, Ian Wilson of the Provincial Archives of Saskatchewan.

Sharon Macpherson, Associate Editor of the Papers of Andrew Jackson, received the 1981 Philip M. Hamer Award for outstanding work by an editor of a documentary publication. The Oliver W. Holmes Award, given to support supplementary travel by a foreign archivist already in the United States, was presented to Zhang Tien-ming, Director of the Foreign Affairs Section, State Archives Bureau, People's Republic of China.

Two Colonial Dames Scholarships to the Modern Archives Institute at the National Archives were awarded in 1981. They went to Joseph Falca, Bureau of Archives and History, New Jersey State Library, and Susan Chapdelaine, Archives, City of Providence, Rhode Island. The Sister M. Claude Lane Award was not presented this year.

A special Council Exemplary Service Citation was presented to Margaret S. Child, National Endowment for the Humanities, for her extraordinary work on behalf of the archival profession.

The 1981 Awards Committee was chaired by V. Nelle Bellamy, Archives of the Episcopal Church. Committee members were Judith Koucky, George Stansfield, and Richard Cox (Colonial Dames Subcommittee); William Rofes, Estelle Rebec, and A. Carroll Hart (Distinguished Service Award Subcommittee); James V. Mink, William Joyce, and Mabel Deutrich (Leland Prize Subcommittee); Edith James, C.F.W. Coker, and David B. Gracy II (Hamer Award Subcommittee); Rev. M.J. Madaj, Charles F. Rehkopf, and John Kinney (M. Claude Lane Award Subcommittee).

Who's Entitled to Know What? cont.

a victim of its friends," who delayed its consideration by Parliament this summer by trying to achieve perfection in its FOI and privacy aspects so that the body adjourned without taking action. Now Parliament is back in session and chances for passage seem good.

The Act, C-43, Access to Information and Privacy (ATIP), is similar in many respects to the present U.S. legislation. But a former president of the Canadian Historical Association, Desmond Morton, has charged that "our government is trying to creep in under the impression that they're doing what the Yanks have done. I think it's just a name, not a useful piece of legislation." The "bureaucratic trick," he said, has been to combine the FOI provisions with new regulations on privacy that cut off access to many important sources of information. An early version of the Canadian legislation would have resulted in the closure of some records now available in the Public Archives of Canada, but that has been changed.

Echos of the dispute concerning the appraisal of the records of the Federal Bureau of Investigation by the National Archives in Washington are being heard in Ottawa where historians have charged that the Royal Canadian Mounted Police have been withholding previously public documents concerning their activities.

According to David Bercuson, professor of history at the University of Calgary, "The way I read the access-to-information act, the situation will not change, in that the R.C.M.P. will be the ones to decide what the public is going to see." Bercuson charges that materials on the R.C.M.P. in public archives now include virtually nothing of substance. He adds that the public has a legitimate right to know more about the background of apparently illegal activities employed by the Police in combatting radical separatists in Quebec in the 1970s.

It is anticipated that consideration of a new archives and records act will take place in Canada within the next year, an act tied in many ways to ATIP. The long-sought update of the old act, which was passed in 1912, will create an infrastructure which will make ATIP workable by defining, in legislation, the responsibilities of the Public Archives of Canada for records management throughout the federal government.

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SAA '81: Berkeley Revisited

Neither an air traffic controller's strike nor escalating airfares could keep over 800 archivists and manuscript curators away from SAA's 45th annual meeting in Berkeley, California, September 1-4.

The meeting, held on the campus of the University of California, was the first campus meeting in the Society's history. Meeting participants seemed to adjust to dormitory living very quickly, an adjustment no doubt made easier by the University's idyllic setting. Situated in the Berkeley hills with a spectacular view of San Francisco Bay and the Golden Gate Bridge, the campus afforded many distractions from the business at hand. Fortunately, that business was equally appealing, with over 90 program sessions, plus tours, workshops, table topics, and receptions, from which to choose.

Although the meeting officially began on Tuesday, September 1, pre-meeting activities were underway as early as Saturday, August 29. Three workshops, Basic Archival Conservation, Starting an Archives, and Architectural Records, played to capacity houses and were very favorably received. Monday was filled with meetings of standing committees and task forces and tours of the Bay Area. On Monday evening, University of California Chancellor Heyman hosted an elegant reception to welcome meeting participants to the University.

Professional Affinity Groups met on Tuesday, simultaneously with program sessions. A complete list of PAG, standing committee, and task force chairs is included in the SAA Leadership list on p. 7 of this *Newsletter*. Tuesday evening meeting participants were treated to three receptions--one at the California Historical Society, one at the Wine Museum of San Francisco, and one at the Numano Sake Company--which gave them a chance to sample locally-produced wine and sake and to relax after a long day of meetings.

The annual business meeting was on the schedule for Wednesday. Among the agenda items was the consideration of the new SAA constitution (see the July 1981 *SAA Newsletter*), which was overwhelmingly approved. Following the business meeting, local archivists escorted meeting participants on a tour of California cuisine at some of the Bay Area's best restaurants. Wednesday evening also featured an address by Zhang Tien-ming of the State Archives Bureau, Beijing, China.

Outgoing SAA President Ruth W. Helmuth delivered her presidential address, "Education for American Archivists: The View from the Trenches," before nearly 500 people attending Thursday evening's Presidential Banquet. SAA awards were presented at the banquet as well. The Closing Luncheon

on Friday featured remarks by incoming President Edward Weldon as well as a look at 1982's annual meeting in Boston by '82 Program Committee chair Larry Hackman and '82 Local Arrangements chair James O'Toole.

Following the meeting, two groups of meeting participants participated in the post-meeting tours. One group traveled south to Monterey and the other toured the wine country around Sonoma and visited the California State Archives in Sacramento.

Helene Whitson, San Francisco State University, chaired the hard-working and innovative 1981 Local Arrangements Committee. Committee members were Harold Anderson, Gloria Cooper, Vicki Davis, Teresa Hickey, Richard Katz, Lauren Lassleben, Waverly Lowell, Roxanne Nilan, Susan Quinlan, Estelle Rebec, Carol Rudisell, Jane Wolff, and Nancy Zinn. Joyce Gianatasio of the SAA staff was annual meeting director.

The 1981 Program Committee produced what many meeting participants called the best group of sessions ever. There were more sessions than ever before, too--92 in all. The Program Committee was chaired by John Fleckner, State Historical Society of Wisconsin, and William Joyce, The New York Public Library. Committee members were Larry Burgess, Charles Lesser, Maida Loescher, Mary Morganti, Harold Naugler, James O'Toole, Mary Jo Pugh, Nancy Sahli, Brian Speirs, and Karyl Winn.

Correction

Much of the background information about the city of Berkeley in this year's annual meeting program (pp. 7-8) was based on Mark A. Wilson's excellent book, *East Bay Heritage: A Potpourri of Living History* (San Francisco: California Living Books, 1979, 238 p., \$8.95). The credit line was dropped inadvertently from the program. For all those who are interested in East Bay architecture and history, the 1981 Local Arrangements Committee suggests that you examine this useful book, which includes background information on the East Bay, as well as descriptions of individuals buildings and walking tours of various East Bay neighborhoods.

1982 Program Committee

Larry Hackman, chair of the '82 Program Committee, has announced that Bruce Dearstyne, New York State Archives, has been designated deputy program chairman. Hackman also expressed the Committee's appreciation for the numerous program suggestions received from the SAA membership. The committee will be selecting from these, modifying them where necessary, as it goes about its work over the next several months.

What Council Did

At its meetings in Berkeley, California, August 30 and September 4, SAA's Council:

- ☀ Learned of the following appointments by President Edward Weldon: Edmund Berkeley, Jr., as chair of the Editorial Board; Paul I. Chestnut as chair of the Constitutional Revision Task Force; and William S. Price, Jr., as SAA representative to the Advisory Committee on the Management, Preservation and Use of Local Government Records.
- ☀ Received the final report of the fund-raising committee chaired by Mary Lynn McCree.
- ☀ Received a report from Council member Meyer Fishbein on the Society's representation on joint committees, commissions, and boards.
- ☀ Instructed SAA's representatives to support priority funding and staffing for the NHPRC records program in the event that realignment of the Commission's activities is necessary.
- ☀ Considered a new 5-year plan of the Automated Records Task Force.
- ☀ Passed a resolution regarding a Nixon archival facility (see p. 6).
- ☀ Authorized President Weldon to appoint an SAA task force on minorities in the profession.
- ☀ Authorized President Weldon to appoint an SAA working group or task force on client files.
- ☀ Witnessed the signing of a contract between the Society and Executive Director Ann Morgan Campbell for the period 1982-84.
- ☀ Met with Herbert Finch, chair of SAA's working group on planning; with Francis X. Blouin, who represented the Committee on Education and Professional Development; with Katherine Emerson, chair of the Standard Reporting Practices Task Force; and with Terry Abraham, SAA's Projects Editor.

Conservation Consultants Available

As part of its NEH-funded Basic Archival Conservation Program, the Society of American Archivists is offering a conservation consultant service on a cost-sharing basis. Through on-site visits and follow-up written reports, this service will assist archival institutions in evaluating conservation needs and setting up conservation programs. Qualifying institutions must have at least one full-time staff member working in an archival capacity and demonstrate a commitment to implement or upgrade conservation practices. For further information and an application, write Mary Lynn Ritzenthaler at SAA headquarters.

Meeting Welcomes Chinese Archivist

One of the highlights of SAA's 1981 annual meeting in Berkeley was the participation of Zhang Tien-ming, Director of the Foreign Affairs Section, State Archives Bureau, People's Republic of China. Zhang came to Berkeley to meet with participants in SAA's 1982 study tour to China regarding the professional aspects of the tour. His discussions with tour participants centered on possible topics for seminars which the Americans will conduct for the Chinese and vice versa while the group is in China in April.

Zhang's week in Berkeley was a full one. He participated in the Basic Archival Conservation Workshop, attended a variety of sessions, receptions, and dinners, and even sat in on the annual business meeting. He took one afternoon off to travel to Sacramento where he toured the California Hall of Records. On Wednesday of the annual meeting, he addressed over 200 meeting participants on the subject of the state archives system in China. William Moss of the Kennedy Library, who is a student of China and Chinese, interpreted for Zhang and served as his host throughout the week. Prior to his talk, Zhang was welcomed to California by Secretary of State March Fong Eu.

Following the annual meeting, Zhang traveled to New York where William Joyce took him on a tour of the New York Public Library which was followed by a lengthy discussion of arrangement, description, and conservation. Zhang then moved on to Washington, DC, where he was the guest of Edward Weldon of the National Archives. While in Washington, Zhang toured the conservation laboratories at the National Archives and the Library of Congress. He also visited the National Records Center in Suitland, Maryland. Maryland State Archivist Edward Papenfuse took him to the Maryland Hall of Records and arranged a meeting between Zhang and Maryland Governor Harry Hughes. From Washington, Zhang traveled to Boston, where William Moss was once again his host. While there, he visited the Kennedy Library, the Harvard-Yenching Library and the Northeast Document Conservation Center.

Business Archives Workshop

Persons from all across the United States have registered for SAA's 5th business archives workshop, "Business Archives: The Basics and Beyond," which will be held November 16-20 in Atlanta. The workshop is divided into two courses, a three-day basic archival procedures course and a 1½-day course on selected topics, including photographs, marketing the business archives, and writing a corporate history. Participants will tour the archives of the Coca-Cola Company and attend a reception at the Atlanta Historical Society. A limited number of places are still available. For further information, contact Deborah Risteen at SAA headquarters.

The Latest on the Federal Budget

Even though the federal government's 1982 fiscal year began on October 1, there are no firm answers as to the status of funding for programs of interest to the archival profession. As Congress was completing its work on the Reagan administration's original budget request, one which had slashed archival programs considerably, the President, in an address televised in late September, called for an additional 12% cut in FY82 funding levels. In order to provide Congress some time in which to consider the new Reagan request, the federal government is now operating under a continuing resolution until mid-November.

National Endowment for the Humanities NEH has been instructed by the Office of Management and Budget to operate until November 20th at a funding level which is 12% under the original Reagan budget proposed for the Endowment. That budget had cut NEH to 50% of previous funding levels, although subsequent action in Congress restored much of what had been cut. Archivists are heartened to learn that the Research Resources Program, one which has provided support to numerous valuable archival projects, will survive with significant funding in FY82.

National Archives and Records Service NARS officials were ordered in late September to make plans for an additional 8% cut in the agency's FY82 budget; in early October that figure was amended to 12%. A plan submitted by NARS to the Appropriations Committees of the Senate and the House anticipates the loss of 397 positions and cuts an additional \$11 million from NARS' FY82 budget which presently stands at approximately \$90 million. Since about 43% of NARS' budget is devoted to fixed costs (including 33% paid to GSA's Public Building Service for space), a 12% cut will translate into a cut in operating funds of over 20%. In addition, as time passes in the fiscal year, the impact of an eventual cut of a percentage of the entire annual budget becomes greater. Another aspect of NARS' potential plight is that as a reduction in force progresses, more senior, highly graded employees have the right to "bump" less senior workers and still retain the salaries they were making at the higher grade. Therefore, the agency will be left with a workforce reduced in number but with a considerably higher average individual paycheck. One observer suggests that the worst case scenario for NARS is that by the time budget targets are finally established in spring 1982, and senior employees bump down, the entire remaining staff will consist of 100 "golden agers."

In the plan submitted to Congress, NARS proposes severe cuts in its records declassification, records management, and preservation programs. If the 12% cut becomes a reality, NARS has planned specific economies which include discontinuing its interlibrary loan program of microfilm, cutting

searchroom hours, cutting off environmental controls in presidential libraries during hours when the facilities are not open to the public, and substantially reducing its nitrate film conversion program.

National Historical Publications and Records Commission Although the Reagan budget had cut out all funding for NHPRC grants, the House and the Senate had restored some grant monies as appropriations measures worked their way through the legislative process. No NHPRC grants are being made pending final action by Congress on the FY82 budget.

NARS Independence and Tax Law

As the *Newsletter* went to press, two hearings of interest to the profession were scheduled in Washington.

On October 21, Senator Steven Symms (R-Idaho) conducted hearings on legislation designed to set aside the adverse impact of the 1969 tax law on donations of materials to non-profit libraries and archival institutions. The Society was represented at the hearings by Carolyn A. Wallace, chair of SAA's Acquisitions PAG, who argued that the current law jeopardizes the preservation of materials of historical and cultural value and should be changed. Archivists interested in communicating with Congress on this issue should address letters to Senator Steven Symms and to Senator Max S. Baucus (D-Montana), sponsor of legislation which has been endorsed in principle by the Council of the Society of American Archivists.

On October 20, in the Senate Subcommittee on Civil Service, Post Office and General Services of the Committee on Governmental Affairs, Senator Ted Stevens (R-Alaska) presided at hearings concerning S.1421, the bill introduced by Senators Eagleton and Mathias which provides for independence of the National Archives from the General Services Administration. Scheduled to testify at the hearing were the Administrator of General Services or his representative, Archivist of the United States Robert M. Warner, former Archivist of the United States James B. Rhoads, Walter Rundell, Jr., Charles Lee, and Rabbi Malcolm Stern. Warner, Rhoads, Rundell, and Lee are former presidents of the Society.

The *SAA Newsletter* is a bimonthly publication of the Society of American Archivists. The copy deadline for the January 1982 issue of the *Newsletter* is December 15, 1981.

Nixon Library Negotiations Continue

Duke University President Terry Sanford is continuing to pursue the idea of bringing Richard Nixon's presidential papers to the University, despite angry protests by some of Duke's faculty and alumni. (See September, 1981, *SAA Newsletter*, p. 4.) In early September, Duke's academic council voted 35 to 34 to urge the board of trustees to reject the idea. The board's executive committee chose to disregard the council's advice and allow Sanford to continue negotiations.

Sanford, a former North Carolina governor and a liberal Democrat, began discussions with Nixon's representatives because he thought it would be appropriate to have the facility at Duke where Nixon received his law degree in 1937. Observers had expected the Nixon library to be located at the University of Southern California before the Duke possibility developed. The Nixon-Duke controversy triggered debate at SAA's annual business meeting, a resolution from the Society's Council, and reactions from political cartoonists, journalists, and even Johnny Carson.

At its meeting in Berkeley on September 4, SAA's Council passed the following resolution dealing with the Nixon library issue: The Council affirms that presidential records and materials are of vital importance to the study of the government of the United States. Therefore, Council urges the establishment of an archival facility for research in the records of President Nixon's administration. Because analysis of the events that took place during that administration is critical if Americans are to understand their recent history, it is the Council's position that the facility should be located at a site convenient for research by both scholar and citizen, and that all records transferred to this facility by the federal government should remain the property of the United States.

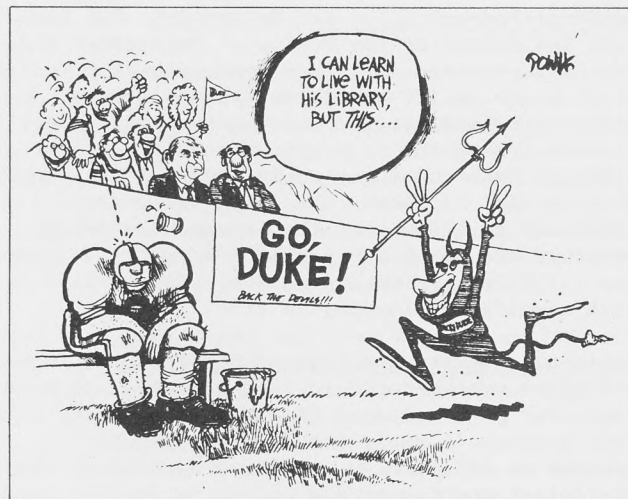
In a lighter vein, on the September 9 broadcast of "The Tonight Show," Johnny Carson joked that "after last night's monologue, Duke University decided to cancel plans for the Johnny Carson Joke Library."

And writing in the *Wall Street Journal* on September 16, Vermont Royster observed:

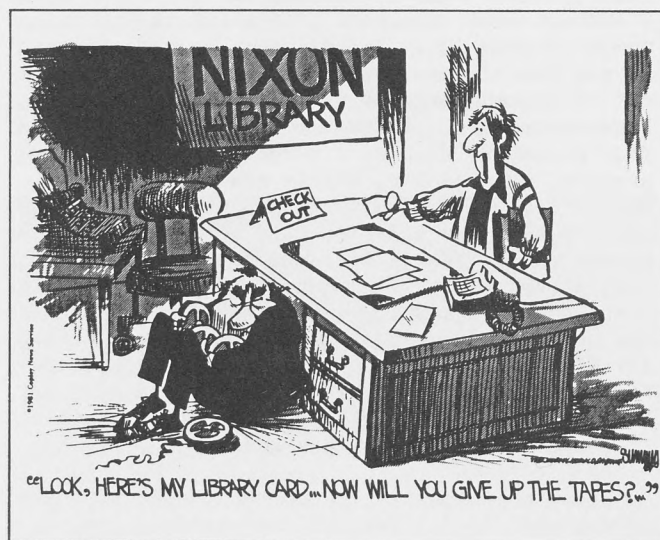
"Altogether it's been a grand uproar for the spectators, and unhappily a revealing one about the dispassionate discourse supposed to be found in the groves of academe as scholars search among the debris of history for the truth, whatever it may be. It lends credence to the canard that among university professors there are some who are educated beyond their capacity.

"For my part, I merely hope that somewhere the Nixon papers will find a resting place and that from them we will learn more about the man and his times. . .

"Richard Nixon was indeed a major political actor, for good or ill, on our political stage over more than two decades. We cannot wipe them from the record. And whether scholarly study confirms or revises the verdict of his time we can only profit from the examination."



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SAA Staff

The following persons work in SAA's headquarters office, 330 S. Wells, Suite 810, Chicago, IL 60606:

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The PAGs Reexamined

It has been three years since the Society created its system of Professional Affinity Groups. PAGs are part of a tripartite structure that also includes standing committees and task forces. This arrangement was recommended by the Committee on Committees in 1978 to provide SAA with "the flexibility to recognize the various ways the Society serves its members and the accountability to exercise responsible leadership" (see SAA Newsletter, July 1978, pp. 11-13). PAGs were envisioned as large groups which would "provide members with the ability to meet and work with others of similar backgrounds and interests." The first PAG meetings took place at the 1979 annual meeting in Chicago. Since that time, the merits of the PAG system have generated a great deal of lively discussion among Society members. Over the last year, several PAG chairs have written thoughtful pieces on the pros and cons of PAGs. Excerpts from some of them are reproduced below. Members are invited to share their thoughts on PAGs with any of the PAG chairs and with the headquarters staff.

Helen W. Slotkin, chair, College & University Archives PAG--

The PAG structure was created three years ago. Since that time we have been struggling with several vexing questions: How should the PAGs operate? What role should they play within the Society? How can they best serve the Society and its members? The following comments are based upon the experience in the C&U PAG but are offered now for consideration as a model for all PAGs.

The PAGs were created in response to the members' desire to participate more actively in the Society. While the older committee structure limited participation, now each member can join two PAGs. The PAGs should serve as a vehicle for communication and a mechanism to involve members in the activities of the Society. The PAGs should allow us to identify individuals who are willing to serve the Society and encourage their participation. For this model to be successful, though, the members of the PAGs must contribute to the plans and activities of the group.

Our greatest challenge was to figure out how to "do without doing." Council provides the PAGs with funds only for one or two mailings a year. Specific projects requiring funding must be formulated as task force proposals and submitted to Council for approval. Our main goals, then, must be formulated around communication and supporting the activities of the Society. We should not do projects ourselves, but define areas of concern, formulate ideas, channel suggestions to Council and the Program Committee and support the ongoing activities of the Society's task forces, standing committees, and other PAGs.

The C&U PAG has structured itself to fulfill these goals. Our election procedure was modified to allow for the election of a vice chair/chair-elect at each annual meeting. We feel this procedure will assure a continuity of leadership. Due to the size of the PAG (about 410) we chose to have a Steering Committee. The chair and vice chair choose three people each year to serve for two year terms. The Steering Committee members have been chosen because of their interest in the activities of the PAG and their willingness to serve.

A long and unproductive business meeting of the PAG in Cincinnati encouraged us to seek a structure for the group that would fulfill our primary goals: communication among members; formulation of program suggestions for the annual meeting; and offering interesting meetings of the PAGs at the annual meeting. Thus, the study/discussion groups were formed. During the first year ten topics were chosen for the groups including appraisal, electronic mail, legal issues and theses, current legal issues for college and university archivists, records management, planning, outreach, establishing collecting policies, statistics and their usefulness as a self-evaluation tool, and archives at predominantly black institutions. Each study/discussion group was chaired by a member of the Steering Committee, or another member of the PAG when appropriate. Though some of the chairs chose to query their members on specific topics, their main purpose was simply to be a resource person on that topic for a year, and then chair an informal session on the topic during the PAG meeting.

In Berkeley, following a brief business meeting, the PAG split up into the small discussion groups. Preliminary comments have indicated that the discussions were very fruitful and produced the desired results: contacts with colleagues, program suggestions and recommendations for new study/discussion groups. It is possible that some topics may eventually generate task force proposals.

This informal structure will help the PAG communicate with its members. But I also believe that the PAG should have a few formal responsibilities within the Society.

1. Submit program suggestions to the Program Committee. Though the 1981 and 1982 Program Committees have worked closely with the PAGs we need to formalize this relationship. One of the most important responsibilities of the PAGs is to see that the annual meetings contain sessions of interest to their constituencies.

2. Act as a resource for the Society. The PAGs offer the Society considerable expertise which

PAGs cont.

could be called upon productively by the Council and the Society's committees. For instance, the PAGs can support the work of ongoing projects by supplying specific information, and they can review task force and publication proposals. The work of the National Information Systems Task Force offers an excellent model in which a task force coordinated its work with the PAGs by keeping them informed and soliciting specific suggestions and information as needed. The Council has recently asked J. Frank Cook to coordinate the work of the PAGs. I hope his activities will promote a more active role for the PAGs in the intellectual life of the Society.

3. Communicate to the Society as a whole. The activities of each PAG have significance beyond the confines of the individual PAGs and are frequently of interest to the general membership. At the meeting with Council this year the PAG chairs stressed the need to communicate to all members of the Society and to coordinate the activities of the Society. The *SAA Newsletter* was identified as the best mechanism to accomplish these goals, and we hope that each PAG will be able to utilize space in the *Newsletter* once or twice a year.

4. Annual report to the Council. Though the PAG, task force, and standing committee chairs meet annually with the Council, a more formal statement will help the Society evaluate and coordinate these activities.

Charles Schultz, past chair, Acquisitions PAG--

One of the positive factors of the PAG system is that it sets aside time for large amorphous groups of members with similar duties or interests to meet. It also gives members two chances to become associated with specific units of the Society. For those of us with faculty status and requirements to meet for promotion and tenure, it is possible to equate membership in a PAG with service on a committee. Being guaranteed membership in two PAGs is more advantageous than having a slim chance to be appointed to one committee with limited membership.

There are inherent problems in large, amorphous groups, however. Unless a very small group runs the whole show, developing any kind of continuity can be difficult, especially given the kind of fluctuations in attendance I have noted in the Acquisition PAG....Possibly after another couple of years the membership will become more stable and thus enable the PAG to undertake long range projects.

I feel that it is too early to even think about scrapping the PAG system, but certainly it is not too early to make some changes to alleviate some of the frustration that members are feeling about PAG meetings. Perhaps a clearer definition

of the role, scope, or purposes of the PAGs.... would help.

Linda Edgerly, chair, and Anne Van Camp, vice chair, Business Archives PAG--

Theoretically, the PAGs are supposed to provide a forum for people pursuing similar professional objectives--a support group where people can meet one another, express their concerns, exchange information, participate in common problem-solving, and help in influencing the future standards of the profession. Because the structure is so loose, the Groups attract a wider membership than the committees did. In this sense, the PAGs have eliminated some of the elitism that characterized many of the old committees and have made membership more equitable. The Business Archives PAG at present seems to have a rather fluid membership. In addition to business archivists, we have attracted members from various institutions and organizations not represented in the other PAGs.

We believe that the Business Archives group has made a fairly successful transition from Committee to PAG. We have accomplished some significant projects and feel we have remained a strong and highly productive group. However, it seems that the success of our group is a result of the Committee not changing very drastically. Most of the people who were active on the Business Archives Committee continue to be the core of contributing members of our PAG. Additional membership has resulted in a much greater requirement of those leading the PAG. It is questionable whether the return from those who consider themselves members is worth this added effort to keep them informed. In other words, we fear the PAG may become less efficient in the future than we have been.

Our own feelings of confusion and insecurity about the PAGs within the Society are one problem which we hope will be solved with time. A more difficult problem is explaining the concept of a "Professional Affinity Group" to people outside the Society. At a time when our profession should be striving to make itself more comprehensible to those outside, the use of the title "Professional Affinity Group," and its lack of definition, seem self-defeating.

Clifton Jones, chair, Manuscript Repositories PAG--

There is a clear need and...a general belief that our PAG must act as something more than an informal discussion group. First, manuscript collections differ in many respects from archival collections and those differences have not always been adequately recognized by the Society. Second, most of us work in small and often isolated shops and it is therefore difficult for us to act as a group to express our special needs. Finally, our Society has not always proven to be the easiest of pro-

PAGs cont.

professional organizations to participate in. An active PAG will give us as individuals who work within manuscript repositories the opportunity to work directly within the Society for our own needs to a degree that would otherwise be impossible; the PAGs, if nothing else, broaden the leadership base of the Society....

...Last year's Steering Committee agreed that subcommittees...offered the most viable method of action. I am therefore establishing four subcommittees, each to concentrate on a specific issue. The four subcommittees are:

1. Processing. This subcommittee could work for more adequate recognition of manuscript processing methods.
2. Preservation and Conservation. This subcommittee could concern itself with conservation costs,

their impact on the small repository, and options offered by preservation.

3. Grants and Outside Funding. This subcommittee could work to stress the particular importance of federal and private funding for the smaller, and often comparatively impoverished, repository.
4. Copyright and Tax Laws. This subcommittee could examine how the new law has specifically affected manuscript repositories.

Subcommittee action could vary from the writing of simple resolutions, the development of annual meeting program sessions, to task force projects. It will be up to the subcommittees to set their own goals. While the subcommittees will work closely with the Steering Committee, the Steering Committee will act primarily in the role of coordinator.

PEOPLE PAPERS

Washington, DC Writing in the *Washington Post*, Michael Kernan reported the reactions of British author Ronald Lewin to research in the National Archives: "Lewin was appalled at the working conditions in our Archives, whence so much priceless living history is issuing these days. He is astonished, he says, that America's archivists are able to work as well as they do in such cramped, tumble-down surroundings. 'The people are marvelous,' he says. 'The conditions are disgraceful.'" Lewin, author of *Ultra Goes to War*, about Britain's cracking of Germany's vaunted Enigma cipher, was in Washington to use the huge batches of code messages which are being declassified for research use.

Majuro, Marshall Islands A fire destroyed the operational center for the government of this trust territory and with it irreplaceable financial, legal, and other records. The blaze destroyed the Administration Building which housed the offices of the chief secretary, the attorney general and the auditor general, the departments of finance, immigration and social security and the Marshall Islands credit union.

Washington, DC Alison Wilson, Gerald Pagano, and Herman Friis of the National Archives' Center for Polar and Scientific Archives, are listed in a recent publication from the Defense Mapping Agency entitled "Geographic Names of the Antarctic." "Friis Hills" is named for the former director of Polar Archives, now retired; "Pagano Nunatak" was named for Pagano when he was an assistant for plans and operations with the U.S. Naval Support Force in Antarctica; and Wilson has an Antarctic mountain pass named for her.

Lorain County, Ohio A man suspected of being involved in extensive book thefts from academic libraries in various parts of the country failed to appear in court for arraignment and is being sought on a number of state and federal warrants. James Shinn, who also uses the names "Richard V. Allen," "Richard Marvin" and "Ronald Jones" was free on bail at the time of his disappearance. Shinn was arrested last April when the Director of Libraries at Oberlin College and Oberlin's security chief observed him scanning a book with an electronic device. A search of his briefcase revealed several valuable rare books, an electronic metal detector, and a razor to remove the magnetic tape attached to books to alert library personnel should anyone attempt to leave the premises with a book that has not been checked out.

Shinn is suspected of having stolen books from the University of Pennsylvania, the Lutheran Theological School in Philadelphia, Johns Hopkins University, and the University of California, Los Angeles, in addition to Oberlin. At the time of his arrest in Oberlin, police found 73 books in his motel room, many valued at over \$1,000 each. Police also turned up a rare book catalog, a book appraisal anthology, a book packaged for mailing, and a receipt for the sale of three books at \$15,000.

Authorities are seeking additional information, particularly from antiquarian book dealers who may have been offered material. Persons with information should contact William Moffett, Oberlin's Director of Libraries at (216) 775-8285, or the Elyria office of the FBI at (216) 323-9936.

Wanted

The Committee for the Preparation of Procedures Manuals: Sub-group for the Compilation of a Bibliography requests archivists and curators to forward by December 1, 1981, copies of procedures manuals to Karen D. Paul, Legislative and Natural Resources Branch (NNFN), National Archives, Washington, DC 20408, for inclusion in an annotated bibliography which will be part of SAA's forthcoming *Forms Manual*. Please include information on the cost and procedure for obtaining copies.

Information for a *Guide to Archives of International Organizations and to the Papers of Their Former Officials*, being prepared by the International Council on Archives. Contact Peter Walne, County Record Office, County Hall, Hertford Herts SG13 8DE, England.

Archivists' Calendar

Trinity University will sponsor a 1½-day seminar entitled "An Introduction to the Processing and Management of Archives and Manuscripts" on November 13 and 14, 1981. For more information, call the Office of Continuing Education at (513) 726-7602.

The eleventh annual Institute for Historical Editing will take place June 13-25, 1982, in Madison, Wisconsin. The Institute is jointly sponsored by NHPRC, the University of Wisconsin-Madison, and the State Historical Society of Wisconsin. For information and application forms, write to NHPRC, National Archives, Washington, DC 20408. The application deadline is February 15, 1982.

The Classifieds

All ads in the "Classified" section must involve archives-related items or services. SAA reserves the right to refuse inappropriate ads. The minimum charge for a classified ad is \$5.00 for 25 words or less. Beyond 25 words, the charge is 20¢ per word. In calculating the number of words in an ad, dates, numbers such as zip codes and street addresses, abbreviations, and titles should be counted as separate words. Ads must be submitted in writing and paid for in advance. Ads cannot be accepted over the telephone. Only SAA individual and institutional members may submit ads.

The copy deadline for ads appearing in the January, 1982, SAA Newsletter is December 15. Ad copy and payment should be sent to Deborah Risteen, SAA, 330 S. Wells St., Suite 810, Chicago, IL 60606.

Transitions...

SAA Fellow and past President WALTER RUNDELL, JR., was elected Vice President and President-elect of the Western History Association in October. He will serve as WHA President in 1982-83. . . ELIZABETH C. STEWART was recently named Institute Archivist and Head of Special Collections at Rensselaer Polytechnic Institute in Troy, New York. . . LARRY HACKMAN, formerly Director of the Records Program for NHPRC, has been named State Archivist of New York. . . DAVID J. OLSON has been appointed State Archivist of North Carolina. He will replace THORNTON MITCHELL, who is retiring. . . JACQUELINE GOGGIN was recently appointed to the staff of the Manuscript Reading Room at the Library of Congress. She was formerly an archivist with the National Council of Negro Women. . . ROBERT K. O'NEILL has been appointed Director of the Indiana Historical Society Library. . . RUTH SIMMONS has joined Rutgers University Libraries as Senior Archivist and Assistant Professor. . . JUDITH JOHNSON, formerly archivist with the Episcopal Diocese of New York, has joined the Salvation Army Archives and Research Center as Assistant Archivist. . . TYRONE G. BUTLER has accepted a position as College Archivist and Records Manager at Medgar Evers College in New York. . . WILLIAM J. ORR has been appointed Curator of Manuscripts at the Center for Western Studies of the Joslyn Art Museum, Omaha, Nebraska.

Professional Opportunities

DIRECTOR, Wyoming State Archives, Museums and Historical Department. Responsible for overall management of state agency charged with operating state archives, records center, museum system, historical research collections and publications. Qualifications: Completion of college course work at the master's level in history, political science, public administration or related field, plus 5 years' experience in archives, museums, or public history administration or program management. Salary range: \$29,340-\$45,428. Application forms and official position announcements may be obtained by writing to: Department of Fiscal Control, Personnel Division, Emerson Building, Cheyenne, WY 82002. Further information about the Wyoming AMH Dept. may be obtained by writing to: Search Committee, AMH Administration, Barrett Building, Cheyenne, WY 82002. No closing date provided.

ASSOCIATE DIRECTOR, State Historical Society of Wisconsin. Function as deputy administrator, work with Director, Board and various committees on planning, policy, fiscal and administrative aspects of Society and its policy-making bodies; administer/coordinate daily operation of five agency divisions; assist with fundraising, legislative work; monitor preparation and execution of biennial operating budgets; conduct high-level negotiations for acquisitions of historical materials. Qualifications: strong academic background in American history; strong interest in management; successful experience in responsible administrative position; career commitment to scholarly and popular history. Salary: \$34,500. Send letter/resume to Richard A. Erney, Director, State Historical Society of Wisconsin, 816 State St., Madison, WI 53706. No closing date provided.

ASSISTANT CONSERVATOR, Provincial Archives of Manitoba. Under the direction of the Chief Conservator, the Assistant will apply approved, standard, and customized treatments to all kinds of archival works on paper, including written documents, drawings, maps, plans, charts, and documentary art. The successful candidate will also assist in providing workshop and training opportunities relating to preservation and conservation matters and undertake lectures and field visits. Salary: \$18,102-\$25,617. Qualifications: a recognized course in conservation or equivalent practical experience in the conservation field, and a thorough knowledge of the conservation of works on paper and the chemical properties of the medium and chemicals involved. The successful candidate will be prepared to undergo a security clearance. Applications will be received at the Civil Service Commission, Room 904, 155 Carlton St., Winnipeg R3C 3H8, Manitoba, up to November 23, 1981.

CONSULTANT, Kansas State Historical Society. As part of NHPRC-funded project to assess and report on Kansas records needs, a consultant is required for evaluating the operations of the state archives and the handling of non-current records by state agencies. Duration of the consultation period will be approximately ten days, including a minimum of five days in Topeka and it should be conducted during the first quarter of 1982. Qualifications: appropriate graduate degree and extensive training and experience in the operation of a governmental archives program at the state or federal level. Records management experience is desirable. Compensation is negotiable and travel reimbursement will be provided. Send letter of application and resume to Eugene D. Decker, State Archivist, Memorial Building, 120 W. 10th, Topeka, KS 66612. Application deadline: December 15, 1981.

Professional Opportunities

ASSISTANT OR ASSOCIATE PROFESSOR, North Carolina State University. To teach Archival Management and U.S. survey courses. Tenure track position. Qualifications: Ph.D. in history with experience in archival management including iconographic materials or willingness to develop expertise in iconographic area. Send full credentials (vita, transcript, up-to-date references) to the History and Archives Search Committee, History Department, North Carolina State University, P.O. Box 5941, Raleigh, NC 27650. Application deadline: December 15, 1981.

MANUSCRIPT PROCESSOR, Illinois State Historical Society. 1-year, NEH-funded position, processor will be responsible for arranging and describing a wide variety of personal papers and organizational records in the Illinois State Historical Library manuscript collections. Qualifications: B.A. in history or related field and at least one year's experience in arranging and describing manuscript or archival collection; or M.A. in history or related field and archival experience. Additional experience preferred. Knowledge of archival theory, basic conservation practices, and Illinois history desirable. Demonstrated writing ability required. Salary: \$13,764. Position available December 1. Send letter of application, resume, and sample finding aid to: Olive S. Foster, Executive Director, Illinois State Historical Society, Old State Capitol, Springfield, IL 62706. No closing date provided.

LIBRARIAN/DIVISION ADMINISTRATOR, State Historical Society of Wisconsin. Administers the Library Division. Responsibilities include: planning and drafting budgets to support the library program, evaluating and implementing innovative library techniques, supervising the building and strengthening of the collection, coordinating with other libraries on the University of Wisconsin campus to prevent undesirable duplication and to insure proper coverage in all fields. The Librarian is in the unclassified state civil service, at a salary ranging between \$26,912-\$40,701. Qualifications: Strong background in library management characterized by successful innovation and demonstrated ability to gain maximum effectiveness from available resources, strong academic background in history, preferably the Ph.D. in American history with a Master's in library science, ability to work harmoniously with board members, staff, and other officials, dedication to the concept of the Society and library providing broad public service within its mandated areas of responsibility. Interested candidates should send resumes or letters of interest to Richard A. Erney, Director, State Historical Society of Wisconsin, 816 State St., Madison, WI 53706 by December 15, 1981.

ASSISTANT CURATOR, Kansas Collection, University of Kansas. Primarily responsible for the cataloging and processing of materials in the collection. Supervises student assistants and two full-time support staff in related activities, assists in public service and exhibit preparation, and assists Curator in administering and promoting the collection. Qualifications: ALA-accredited M.L.S. or a related degree in archives or historical records management. Also requires training or experience with archival materials, organization and supervisory ability, ability to work effectively with library users. Strongly prefer experience in cataloging and processing a variety of historical materials. Prefer experience with OCLC and AACR2, experience with photographic and manuscript conservation, and familiarity with Kansas and Trans-Mississippi Western history. 12-month, tenure-track position. Salary: \$13,000-\$16,000, dependent upon qualifications. Send letter of application, resume, and names of references to Mary Hawkins, Assistant Dean, University of Kansas Libraries, Lawrence, KS 66045. Application deadline: November 30, 1981.

ARCHIVIST/ADMINISTRATOR for NHPRC-funded Colorado State Board Assessment and Reporting Grant. Half-time, January 15-December 31, 1982. Under the direction of the Colorado State Historical Records Advisory Board, administers project activities in four areas: state government records, local government records, historical records repositories, and functions of state-wide importance. Duties include administering survey questionnaire, arranging for six meetings in various parts of Colorado, analyzing data, compiling final report, and taking care of all other project clerical and logistical duties. Qualifications: B.A. in history or related field or equivalent training and experience; M.A. desirable. Candidates with a record of achievement in archival administration, particularly survey experience, and who can demonstrate knowledge of Colorado and Colorado historical research preferred. Position headquartered at Colorado Heritage Center, Denver, some travel required. Salary: \$8,500. Submit vita and statement of specific qualifications for and interest in position; letters of recommendation, other pertinent materials welcome. Send applications to the Project Director, Dr. Maxine Benson, Colorado State Historical Records Advisory Board, Colorado Heritage Center, 1300 Broadway, Denver, CO 80203. Application deadline: January 1, 1982.

It is assumed that all employers comply with Equal Opportunity/Affirmative Action regulations.

STATE ARCHIVIST, Florida Department of State, Division of Archives, History and Records Management. Supervises a full-time career service staff of twelve professional and clerical employees. The position is within Florida's Senior Management Service of state employees, pay grade 20 (\$21,000-\$39,000), although the initial appointment will be toward the lower end of the range. Qualifications: Master's degree in history, library science, or a related social science and five years of archival experience, three of which must have been within a supervisory capacity. All applications must be made on a State of Florida Employment Application. These forms may be obtained from the Division Director, Division of Archives, History and Records Management, Department of State, Tallahassee, FL 32301. All completed applications must be received by January 15, 1982.

REFERENCE ARCHIVIST, University of Manitoba. Reporting to the Head of Archives and Special Collections, responsibilities include replying to reference and research queries, supervising the archives reading room and implementing reading room procedures and regulations, assisting the Head with the various processes required in handling the university archives collection. Salary: commensurate with training and experience, minimum \$16,842. Qualifications: Master's degree in history or political science, an accredited library degree and/or relevant archival experience or training in archival studies, good human relations and communications skills, problem solving ability. Job description will be mailed upon request. In accordance with Canadian employment and immigration policy, consideration in the first instance will be given only to Canadian citizens and permanent residents. Submit resume including the names of three references to: K. Roy Bonin, Assistant Director for Administrative Services (Libraries), Elizabeth Dafoe Library, University of Manitoba, Winnipeg, Manitoba R3T 2N2. Application deadline: December 31, 1981.

Professional opportunities are listed in every SAA Newsletter and in the "Employment Bulletin," a bi-monthly job listing available to SAA individual members only at a cost of \$10 per year. Members interested in receiving the "Employment Bulletin" may subscribe at the time of their annual dues renewal. The "Employment Bulletin" is issued in the months that the Newsletter is not published. For information regarding the placement service, contact Linda Ziemer at SAA headquarters. Persons interested in being added to the "Candidate Register" should request a Qualification Summary Sheet.

SAA Newsletter

The Society of American Archivists, 330 S. Wells St.
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Ann Morgan Campbell, Executive Director (312)922-0140

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Conservation Workshops Scheduled

The following conservation workshops have been scheduled as part of SAA's Basic Archival Conservation Program:

1981

December 9-11. National Archives, Washington, DC

1982

January 20-22. Utah State Historical Society, Salt Lake City, in conjunction with the Conference of Intermountain Archivists.

March 24-26. Archives of Labor and Urban Affairs, Reuther Library, Wayne State University, Detroit, Michigan

May 19-21. State Library Commission of Iowa in conjunction with the Iowa Historical Materials Preservation Society, Des Moines, Iowa

Each workshop will be two-and-one-half days long and will consist of lectures/discussions on various aspects of conservation philosophy and administration as well as hands-on demonstration and practice of basic archival conservation techniques. Enrollment is limited; the \$50 tuition covers the cost of a conservation supply kit. Applicants must currently hold a position in a manuscript or archival repository and have little or no previous training in conservation.

Inquiries and requests for applications should be directed to the Basic Archival Conservation Program, Society of American Archivists, 330 S. Wells, Suite 810, Chicago, IL 60606. The Basic Archival Conservation Program is funded by the National Endowment for the Humanities.
