



Avalon Bay, Catalina, ca. 1950. Courtesy of The Huntington Library.

67th ANNUAL MEETING

# Spotlight on Archives

Showcasing the Diversity of the Archival Enterprise

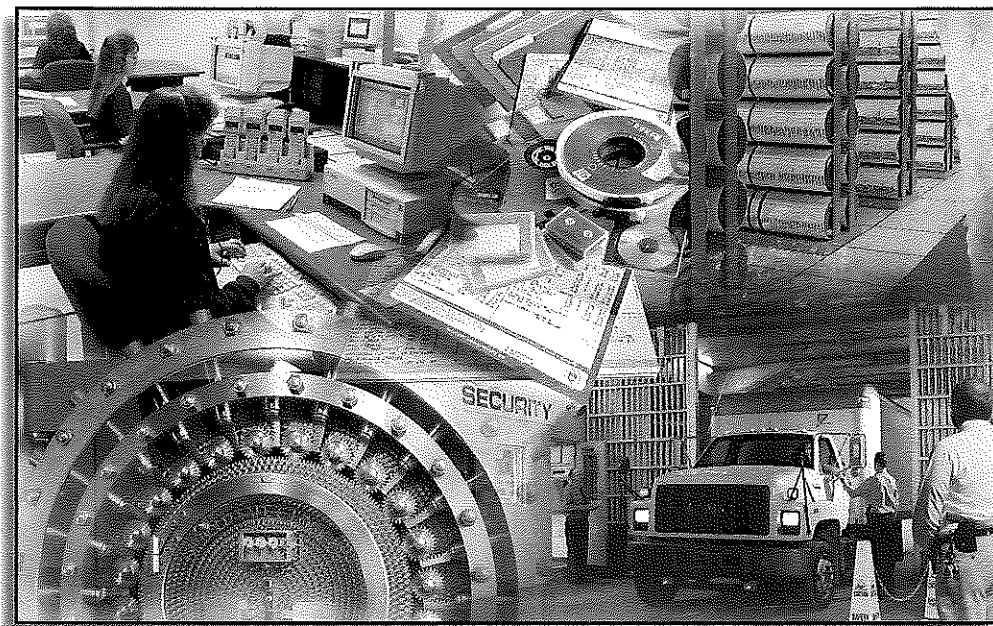


**Los Angeles**  
**August 18-24, 2003**

**Early Bird Registration:**  
**July 1, 2003**

**Hotel Rate Reservation**  
**Cutoff: July 16, 2003**





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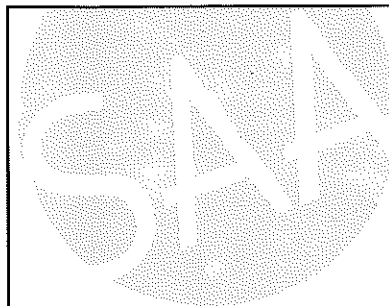
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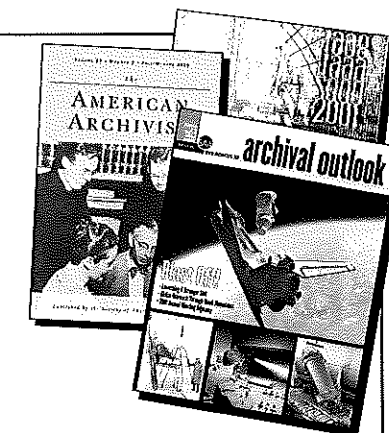
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## Top 10 Reasons Why You Should Join the Society of American Archivists



- 1 Continuing Professional Education**  
Keep pace in a rapidly evolving workplace. The SAA Continuing Education program provides archivists with unmatched opportunities to learn about new and developing technologies, polish professional skills, and enhance knowledge. All programs are available to members at a special rate.
- 2 Professional Publications**  
Build your knowledge base. The SAA *Professional Resources Catalog* features more than 170 titles covering a broad range of archival topics. All books are available to members at a discount.
- 3 Annual Meeting**  
Join more than 1,100 archivists from around the world at this annual event. This is an excellent opportunity to participate in educational sessions, workshops, repository and cultural tours, section and roundtable meetings, SAA business, social events, and networking. Special registration rate for members.
- 4 Archival Outlook**  
Keep abreast of the latest news and developments in the profession and in the association with SAA's award-winning newsletter, *Archival Outlook*.
- 5 American Archivist**  
Get one of the premier scholarly journals for archivists. Published since 1937, *American Archivist* features research articles, literature reviews, case studies, perspectives, and international reports.
- 6 Mentoring Program**  
Collaborate with archival colleagues to build a stronger profession. The mentoring program is designed to encourage the communication of knowledge and experience between new and seasoned archivists. Assignments are based on mutual interests and geographic proximity.
- 7 Sections and Roundtables**  
Connect with colleagues who share your expertise or job function by joining two sections and an unlimited number of roundtables. These subgroups of SAA focus attention on and give voice to the concerns of specific areas of archival interest.
- 8 Career Opportunities @ [www.archivists.org/employment](http://www.archivists.org/employment)**  
The most-visited area of the SAA Web site is the *Online Employment Bulletin*. Announcements about professional opportunities for archivists are posted weekly.
- 9 SAA Student Chapters**  
Accelerate your involvement in the archival profession by joining an SAA student chapter. Student chapter activities include repository tours, guest speakers, and trips to the SAA annual meeting.
- 10 Networking and Advocacy**  
With more than 3,600 members, SAA can put you in touch with a network of archival professionals primarily in North America, and also around the world. In addition, SAA is the authoritative voice in the United States on issues that affect the archival mandate.

Founded in 1936, the Society of American Archivists is the oldest and largest national archival professional association in the U.S. Serving the educational and informational needs of more than 3,600 individual and institutional members, SAA provides leadership to ensure the identification, preservation, and use of records of historical value.

To join SAA, contact:  
**Jeanette Spears, SAA Membership Services**  
 527 S. Wells Street, 5th Floor  
 Chicago, IL 60607 USA  
 312-922-0140 • fax: 312-347-1452  
 e-mail: [jspears@archivists.org](mailto:jspears@archivists.org)  
 or visit: [www.archivists.org/membership](http://www.archivists.org/membership)

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**SUSTAINING INSTITUTIONAL MEMBERS**

Archdiocese of St Louis	Kent State University	Rockefeller Archive Center
Atlanta-Fulton Public Library	Kentucky Department of Library	Roman Catholic Diocese of Phoenix
Bentley Historical Library	King Fahad National Library	Simmons College
Bowling Green State University	Longaberger Company	Smithsonian Institution
Catholic University of America	Louisiana State University	Southern Illinois University
Catholic University of America	Massachusetts Institute of Technology	Southern Methodist University
Central Michigan University	Missouri State Archives	Stanford University
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Coca-Cola Company	National Archives of New Zealand	The Cutting Corporation
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Duke University Medical Center Archives	New York State Archives and Records	University of Hawaii
Eastern Michigan University	North Carolina State Archives	University of Iowa
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FAO AFST	Ohio Historical Society	University of Maryland
Fordham University	Oregon State University	University of Michigan
Gap Inc	Pennsylvania Historical and Museum Comm	University of New Hampshire
Georgia Department of Archives and Hist	Potchefstroom University	University of Western Ontario
Harvard College		US Geological Survey
Harvard University Archives		US House of Representatives
Illinois State Archives		Wyoming State Archives

Thank You • Thank You • Thank You • Thank You • Thank You • Thank You



**67th Annual Meeting  
August 18-24, 2003 • Los Angeles**

**THE PREEMINENT EVENT FOR ARCHIVES PROFESSIONALS!**

- Nearly 100 hours of educational sessions;
- Ten pre-conference workshops;
- Seven seminars on archival fundamentals;
- Two general sessions;
- Section and roundtable meetings;
- International Archives and Information Technology Exposition;
- Tours of Los Angeles archival and cultural attractions.

**WHAT'S IN IT FOR YOU?**

- Learn innovative ideas that can be implemented within your institution;
- Discuss technological, social, budgetary, and other trends;
- Build new and existing professional relationships;
- Explore the latest in archival products and services;
- Broaden your horizons and deepen your commitment to the profession;
- Renew your archival spirit!

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Cover Photos: First Negro Classic Ballet dancers Robert Rhinehart, Theodore Crum, and Yvonne Miller in scene from "Harlot's House," 1949. Courtesy of The Huntington Library. Universal Studios Backlot, ca. 1917-1918. Courtesy of the Arts Special Collections, University of California, Los Angeles.



Peter B. Hirtle

Dear Friends and Colleagues,

I want to extend an invitation to archivists everywhere to join me in Los Angeles for the 67th annual meeting of the Society of American Archivists.

One of the things that I have always enjoyed about our meeting is the diversity of archivists and archival institutions represented. There are archivists in attendance from across the country and, increasingly, from around the world who work at a wide variety of archival repositories, from traditional government archives to universities to increasingly corporate and specialized archives. Archivists who attend the meeting have differing educational backgrounds and training, and are at different stages of their professional life. In addition, because SAA is committed to having a membership that reflects the broad diversity of American society, attendance increasingly reflects American ethnic, cultural, religious, and gender diversity.

Because Los Angeles is one of the most culturally diverse cities in the United States, this meeting is an opportune time to embrace the diversity in our profession. Hence the theme of the meeting: *Spotlight on Archives: Showcasing the Diversity of the Archival Enterprise*. One thing I try to do at every SAA meeting is to attend a session about something about which I know nothing; in Los Angeles, that task should be easy! The Program Committee, under the direction of Michael Fox and Janice Ruth, has assembled a full range of sessions that reflect the broad scope of archival activities. In addition, following on their success at the Birmingham meeting, a new "Archives Unplugged" series of session-length seminars in archival basics will be offered. These

sessions will offer both newer archivists and those of us who have been in the profession longer an introduction to fundamental archival areas. Students have presented some of the most interesting work at the last few meetings, and there will be both a graduate student papers session and graduate student poster sessions. In addition to formal sessions, the regular meetings of the sections and roundtables will provide further opportunities to learn about specialized areas of archives.

While we may want to celebrate the diversity of the archival enterprise, we should not also forget the things that unite us as archivists. Two plenary speakers will address issues common to all archivists. Paul Duguid, the co-author of *The Social Life of Information*, will talk about the continuing value of artifactual evidence in an increasingly digital age. David Rumsey will demonstrate how digital technologies can breathe new life into historical records. His use of historical maps in modern geographic information systems is a fascinating example of the use that can be made of archival records.

As usual, the SAA Education Office has arranged a full suite of continuing education courses. Several other groups will also be offering symposia in conjunction with the meeting. The Section on Business and Labour Archives of the International Council on Archives, in collaboration with SAA, is sponsoring a colloquium on business archives, and OCLC, the National Initiative for Networked Cultural Heritage, and the Colorado Digitization Alliance will present a symposium on "Copyright in a Digital World."

The meeting in Los Angeles will be SAA's first visit to the city, and there will be much to see and do. The Host Committee, led by Sue Hodson and Luke Swetland, has arranged activities that will introduce us to the wide-ranging archival, cultural, and social life of one of the most diverse cities in the U.S. A highlight of the meeting will be the evening reception at the Getty Institute, whose superb collections are matched by its inspired architecture and magical setting high above the city. One unexpected plus is

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- Joel F. Wurl  
*University of Minnesota*

the low cost of travel to Los Angeles; from upstate New York, where I live, a flight to Los Angeles can be cheaper than flying to Washington, D.C., or Boston!

The program, the social events, and the city should be enough to draw anyone to Los Angeles. For me, however, the best thing about any SAA meeting is the opportunity to spend time with and learn from colleagues who believe in the importance of archives. I hope that you, too, believe that archival work is worth doing well, and that I will see you in Los Angeles.

PETER B. HIRTLE  
*President, Society of American Archivists*

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Please type. **Deadline: Postmarked by October 7, 2004.**

Proposed by: \_\_\_\_\_

Institution: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

For Committee Use
Number: _____
Postmarked: _____

1. Session Title: \_\_\_\_\_

2. Type (check one):  Traditional  Work-in-Progress  Panel Discussion  
 Workshop  Seminar/Round table  Special Focus

Paper titles required for traditional and work-in-progress sessions only.

3. If this proposal has been GENERATED by an SAA group, give the name of the group. THE CHAIR OF THE GROUP SHOULD BE LISTED AS PROPOSER, above. If this proposal is being submitted for endorsement by one or more SAA groups, DO NOT LIST THEM. Instead, please send a copy of the proposal to the chair(s) of the group(s). Each SAA group will be asked to submit to the Program Committee a RANKED list of proposals GENERATED by the group, and a RANKED list of proposals ENDORSED by the group.

**PARTICIPANTS:**

(CIRCLE AS APPROPRIATE) CHAIR / COMMENTATOR / LEADER \_\_\_\_\_

INSTITUTION: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

PAPER TITLE: \_\_\_\_\_

NAME: \_\_\_\_\_  YES  NO  YES  NO

INSTITUTION: \_\_\_\_\_  YES  NO  YES  NO

MAILING ADDRESS: \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

PAPER TITLE: \_\_\_\_\_

NAME: \_\_\_\_\_  YES  NO  YES  NO

INSTITUTION: \_\_\_\_\_  YES  NO  YES  NO

MAILING ADDRESS: \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

PAPER TITLE: \_\_\_\_\_

NAME: \_\_\_\_\_  YES  NO  YES  NO

INSTITUTION: \_\_\_\_\_  YES  NO  YES  NO

MAILING ADDRESS: \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

PAPER TITLE: \_\_\_\_\_

Description of the proposal: Please follow the outline format below and submit your description on an additional sheet(s).

- A. Content description (150 words or less).
- B. Role each of the speakers will play in the session (100 words or less)
- C. Audience for the session (1 sentence)
- D. Purpose of this session (1 sentence)

**5. Audiovisual Requirements:**

**Headquarters and Lodging**

The Century Plaza Hotel and Spa  
 2025 Avenue of the Stars  
 Los Angeles, CA 90067  
 310-277-2000, 310-551-3355 (fax)  
 www.centuryplazala.com

**Rates**

- \$129 Single
- \$149 Double
- \$159 Triple
- \$169 Quad
- \$325 Century Suites

Please use the enclosed reservation card or call 1-877-778-7274 (U.S.) when making your reservation and be sure to indicate that you are with the Society of American Archivists (SAA). If you are calling from Hawaii or Alaska, please call 1-800-228-1212. International reservations should be made via mail using the enclosed reservation card.

A 14.045% room tax is applicable to the room rate and there is a 48-hour cancellation notice requirement. A deposit of one night's room and tax is required when making your room reservation.

The Century Plaza Hotel and Spa is in compliance with the Americans with Disabilities Act.

**Cutoff hotel reservation date/rate: July 16, 2003.** After this date, rooms and rates are subject to availability. If you are making your reservation via U.S. mail, your reservation form should be received by the hotel no later than this date.

**Registration**

The registration form is on page 43 of this program. Please send your registration via fax or mail. To avoid being double-billed, please do NOT fax and mail your registration.

**Early Bird Registration**

Please note that SAA cannot hold any registration forms without payment in order for an individual to receive the early bird registration fee. Registration forms must be accompanied by payment. **Registrations postmarked or faxed on or before July 1, 2003:**

- Fee \$335
- SAA Members \$285

**Registration**

**Registrations postmarked or faxed after July 1, but received on or before July 22, 2003:**

- Fee \$365
- SAA Members \$315

Persons wishing to register after July 22 should register onsite. Registrations received at the SAA office after July 22 cannot be processed.

**SAA Student Member Registration**

SAA student members may register for the annual meeting at the special rate of \$100. Nonmember students can register for \$110; a valid student I.D. is required at time of registration.

**Onsite Registration**

- Fee \$385
- SAA Members \$335

**Single-Day Registration**

- Fee \$140 per day
- SAA Members \$135 per day

**Payment**

SAA will gladly accept checks made payable to the Society of American Archivists, Visa or MasterCard. Payment

must be made in U.S. funds. Absolutely no purchase orders or vouchers can be accepted. All paperwork related to purchase orders will be returned to the original sender upon receipt. If payment is by Visa/MasterCard, submit completed registration form, including credit card information, to SAA via fax: 312-347-1452. Please do not send your registration via fax and then mail it to the SAA office as this may result in duplicate debits to your credit card account.

**Confirmation**

Confirmation letters will be sent to individuals upon processing of registration and payment. Please take a moment to review this information. If you have a question, please contact the SAA office immediately.

**Registration Hours**

**Wednesday, August 20**  
 7:30 a.m. - 4:00 p.m.

**Thursday, August 21**  
 7:30 a.m. - 4:30 p.m.

**Friday, August 22**  
 7:30 a.m. - 4:30 p.m.

**Saturday, August 23**  
 8:30 a.m. - 4:00 p.m.



The Century Plaza Hotel and Spa, Los Angeles, California.

**Pre-registrants** may pick up their packets at the registration desk. Your registration packet will contain a name badge, tickets to special events, and a pocket guide, which lists times and locations for all sessions and program events. Please wear your name badge to gain admittance into sessions.

### Membership Incentive

Did you know that by joining SAA, you can save money on your pre-conference workshop registration and conference registration fees? See the fee structure on the registration form for more information!

### Guests

Accompanying guests who plan to attend sessions must register for the full conference or pay a single-day fee. Accompanying guests not attending sessions need not register for the conference. Individuals purchasing tickets for guests to attend ticketed special events or tours should include their names in the space provided on the registration form.

### Cancellation and Refund

If you cannot attend the meeting and would like a refund, or if you wish to cancel a portion of your registration, please send a written cancellation request to the SAA office. A nominal processing charge may be assessed.

### SAA/ARMA Reciprocal Member Registration Fees

The governing bodies of both SAA and ARMA International have approved a resolution that permits the members of one organization to attend the annual conference of the other at member rates. This resolution, sponsored by the Joint SAA/ARMA Committee, was made to encourage records professionals involved in both archives and records management to attend each other's conferences with the hope of expanding educational opportunities for both professions.

### Again this Year!

#### Archival Basics Track

For those who are new to the profession or who wish to brush up on archival basics, seven seminars addressing a different aspect of archival work will be

offered, one during each of the annual meeting session time slots. Acknowledged experts in the field will address the following fundamentals: moving image archives, security, oral history, records management, outreach, privacy and confidentiality, and fund raising and grant writing. Any registered attendee is invited to participate and should indicate an intention to attend on the annual meeting registration form found on page 43. A detailed description for each seminar can be found along with the other session descriptions in the body of this program.

### Archivists' Career Center

The Archivists' Career Center offers meeting attendees an opportunity to connect individuals seeking employment with those seeking candidates. Also included is an employment counseling component for attendees in need of advice on professional development and career choices. This service is complimentary to registered annual meeting attendees.

Looking for a change in employment? Submit two copies of your resume, including the address and telephone number where you can be reached while in Los Angeles, accompanied by a cover letter granting permission for public access to your resume, to the SAA office **no later than July 22, 2003**. You should also bring your resume, along with extra copies for prospective employers, directly to the meeting.

Have a position you need to fill? Submit three copies of your position announcement, including information on who will represent your institution at the meeting and how to contact them in Los Angeles to the SAA office **no later than July 22, 2003**.

Position announcements can be added at the meeting, or additional copies presented for display.

To register for a consultation with one of our knowledgeable advisors, submit a written request detailing your areas of interest, any specific questions you may have, and the address and telephone number where you can be reached in Los Angeles to the SAA office **no later than July 22, 2003**.

Counseling interviews will be thirty minutes in length. Your resume and written request will be reviewed and a suitable advisor identified specific to your needs. Don't miss this excellent opportunity to further your career interests, find the best candidate for the job, and gain valuable insight into the archival profession!

Send position announcements, resumes, and requests for consultations to Jeanette Spears at: The Society of American Archivists, 527 S. Wells, 5th Floor, Chicago, IL 60607-3922 U.S.A. Fax 312-347-1452.

### Child Care

Please contact SAA meeting director, Debbie Nolan, [dnolan@archivists.org](mailto:dnolan@archivists.org), to learn more about child care options. Per a vote by the membership at the 1984 SAA annual business meeting, a small portion of each annual meeting registration is assessed to help subsidize the cost of child care.

### Navigator Program

The SAA Women Archivists Roundtable, in conjunction with the SAA Membership Committee, is pleased to again sponsor the "Navigator Program." Its purpose is to match experienced SAA members with someone either new to SAA or to the SAA annual meeting. If you would like to request a navigator or are interested in serving as a navigator for the Los Angeles meeting, please check the appropriate box on the registration form. For more information, contact Nancy Taylor at [ntaylor@history.pcusa.org](mailto:ntaylor@history.pcusa.org) or 215-928-3891 or Toni Jeske at [toni.jeske@wright.edu](mailto:toni.jeske@wright.edu) or 937-775-3625. You will be contacted in July or early August and matched with a partner. **The deadline to request a navigator is July 22, 2003.**

### No Smoking Policy

By vote of the membership, the Society maintains a "no smoking" policy that applies to all SAA meetings, receptions, and other functions.

### Office Hours

SAA units, regional archival organizations, and other groups will hold office hours in the exhibit hall, where



THE SOCIETY of  
AMERICAN ARCHIVISTS

The 2004 Program Committee invites submissions for program proposals for the **SAA annual meeting in Boston, Massachusetts, to be held August 2-8, 2004**. We invite you to propose sessions that you think would be of interest to the profession or volunteer to share your own expertise and knowledge as a presenter. By sharing your talents and skills, you help ensure that the annual conference reflects the knowledge, interests, and diversity of SAA's membership.

Use of the proposal form on the reverse will enhance your planning process and improve the chances of your proposal gaining acceptance. Please follow the outline format given in #4 of the Program Proposal form (reverse), and be sure to frame the session so that it can be adequately covered in the time allotted.

The Program Committee encourages proposals that may include, but are not limited to, the following formats:

- **Traditional.** Open session: ninety-minute time frame consisting of two to three fully prepared papers of 15 minutes each and a comment and discussion period. Please do not propose sessions of more than 3 presenters. Paper titles required.
- **Work-in-Progress.** Open session: ninety-minute time frame consisting of two to three presentations of 15 minutes each, describing on-going research topics, and at least one hour for feedback and discussion. Paper titles required.
- **Panel Discussion.** Open session: ninety-minute time frame consisting of a panel of 3-5 individuals informally discussing a variety of theories or perspectives on the given topic.
- **Workshop.** Limited enrollment: two-hour time frame; an interactive session, usually designed to teach or refine archival skills.
- **Seminar/Roundtable.** Limited enrollment: two-hour time frame; usually designed as a directed discussion among archivists sharing a common experience or preparation.
- **Special Focus Session.** Open session: one-hour time frame designed to highlight innovative archival programs, new techniques, and research projects; audience participation is significant.

Please note that archivists who participate in the program must register and secure institutional or personal funding. Nonmembers who are not archivists and international archivists are eligible for complimentary registration upon request. SAA cannot provide funding for speakers whether they are international, non-archivists, members or nonmembers.

MARK A. GREENE  
2004 Program Committee Co-chair

CHRISTINE WEIDEMAN  
2004 Program Committee Co-chair

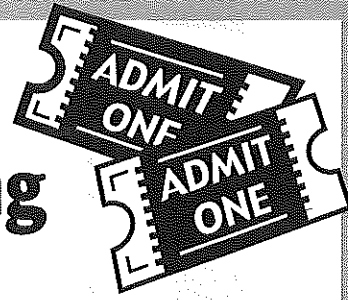
### Send all proposals to:

Mark A. Greene, SAA Program Committee Co-chair  
Director, American Heritage Center  
University of Wyoming, P.O. Box 3924, Laramie, WY 82071-3924  
307-766-2474, Fax: 307-766-5511, E-mail: [mgreene@uwyo.edu](mailto:mgreene@uwyo.edu)

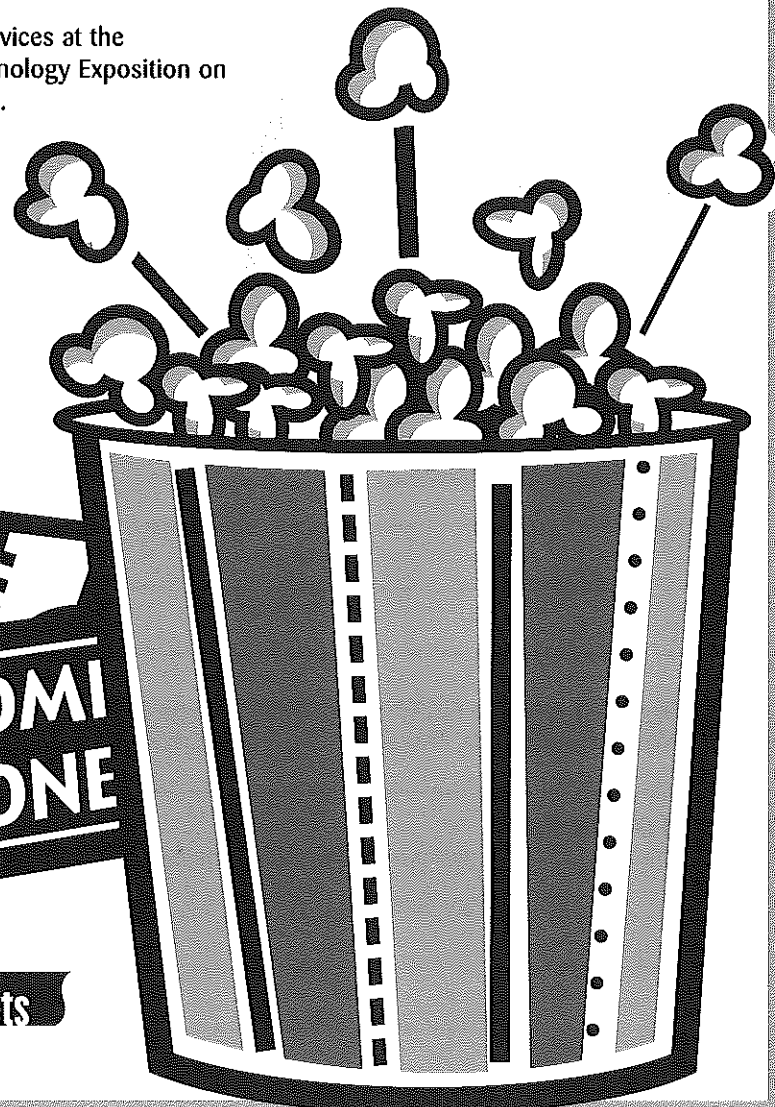
**PROPOSALS MUST BE POSTMARKED NO LATER THAN OCTOBER 7, 2004.**

*Proposal form on reverse.*

# New to the Profession? The SAA 2003 Annual Meeting is your ticket to success!



- ✓ Meet your colleagues and members of SAA council and membership committee during the new member orientation from 7:15 a.m.–8:00 a.m. on Thursday, August 21.
- ✓ Attend the “Archivists Guide to Job Hunting and Career Development” session from 1:30 p.m.–3:00 p.m. on Thursday, August 21.
- ✓ Sharpen your knowledge of archival fundamentals by attending one or all of the “Archives Unplugged” sessions.
- ✓ Check out the Archivists Career Center on Thursday, August 21, and Friday, August 22.
- ✓ Obtain information about gaining a mentor at the Mentor/Mentee Coffee Talk from 10:00 a.m.–10:30 a.m. on Friday, August 22.
- ✓ Sign up to be paired with a navigator who can serve as your onsite guide during the annual meeting on page 43 of this program.
- ✓ Learn more about archival products and services at the International Archives and Information Technology Exposition on Thursday, August 21, and Friday, August 22.
- ✓ Connect with archivists who share your interests by attending section and roundtable meetings.
- ✓ Enjoy the Los Angeles area while meeting new people on a tour or during an evening event. See the Schedule-At-A-Glance for more details.



**SAA** society of american archivists

representatives will answer questions and talk informally with interested participants. Refer to the onsite program for the office hours schedule.

### Pre-conference Workshops

Check out this year's offerings on pages 7–10 of the program. Refer to the form on page 43 to register.

### Roommates

SAA will maintain a list of attendees searching for roommates. If interested, please complete the roommate section on the meeting registration form. You will be mailed or faxed a copy of the list so that you can contact potential roommates directly. *The deadline for submitting information for the roommate list is July 22, 2003.*

### Student Poster Sessions

In its third year, the SAA Student Poster Forum returns to provide an exciting opportunity for colleagues to informally meet with the archival community's brightest students and openly discuss the impact of their cutting-edge research and ideas on tomorrow's profession. Posters will be available August 21–22 in the exhibit hall. Please lend your support and meet the future of the archival profession. Although the posters will be available for viewing, students will be available on August 21 and 22 at the following times to discuss the content of their posters from 10:00 a.m.–10:30 a.m. and 3:00 p.m.–3:30 p.m. on Thursday, August 21, and noon–12:30 p.m. on Friday, August 22.

### Tours

To register for tours, please refer to the tour registration form on page 47.

### Transportation

#### From LAX

##### Shuttle Bus

Runs every 30 minutes to and from the airport. Can be picked up at the baggage claim area of the airport – approximately \$13 each way.

##### Taxi

Travel time between the airport and the hotel varies – approximately \$35 each way.

### Transportation By Air

Three airlines are offering special discounts for travel to the SAA 2003 annual meeting.

*Continental Airlines* – Agreement Code V9M955; Z Code ZAPB

*Southwest Airlines* – I.D. Code Q0205

*United Airlines* – Meeting I.D. Code 515BF

SAA's official travel agent, Phil Marks of Travel Too, can assist you with arranging your air transportation using these special discounts. He can be reached at 800-235-1309, 650-553-9600, or phil@traveltoo.com.

### Transportation By Car

Budget Rental Car is offering 2003 annual meeting attendees special rates for car rental in Los Angeles and has a pickup location at the Century Plaza Hotel and Spa. For more information, contact SAA's travel agent, Phil Marks of Travel Too, at 800-235-1309, 650-553-9600, or phil@traveltoo.com.

### Driving Directions

Refer to the hotel's Web site for driving directions at [www.centuryplaza.com](http://www.centuryplaza.com).

### Parking

Self-park is available at the hotel for \$15 a day.



Departure of 63-hour car, Union Pacific, from L.A. to Chicago, 1926.  
Courtesy of The Huntington Library.

The lure of Los Angeles is strong, and while the Host Committee is offering an enticing array of tours and activities to tempt you away from the meeting rooms, the Program Committee is countering with an equally tantalizing slate of sessions to keep you inside, at least during the daytime. Many sessions take advantage of the conference venue and highlight the film, sound recording, and entertainment industries that are synonymous with California. Other sessions focus on concerns and issues unrelated to the meeting site, resulting in a program that is truly reflective of this year's two-fold theme, "Spotlight on Archives: Showcasing the Diversity of the Archival Enterprise."

California repositories and topics are well represented in sessions that explore minority involvement in film and television, preservation and use of regional theater collections, women's home front activities during World War II, black musicians and the heyday of Los Angeles's Central Avenue club scene, Southern California's surf and car culture, women architects in Hollywood and Santa Barbara, and the Online Archive of California. Anniversary commemorations also figure prominently, resulting in sessions examining the 35th anniversary of Robert F. Kennedy's assassination, 50th anniversary of the *Brown v. Board of Education* case, 100th anniversary of the publication of W. E. B. DuBois's landmark essay "The Souls of Black Folk," and the 125th anniversary of recorded sound. Take in one of these sessions and hear something a little different.

The usual alphabet soup is still on the menu, with sessions devoted to EAD, TEL, CUSTARD, InterPARES, and OAIS, along with concepts like "usability" and "interoperability." Workplace issues abound in sessions devoted to diversity, job hunting, mentoring, career development, recertification, volunteer workers, and employer ethics. Several sessions weigh the benefits and pitfalls of developing cooperative projects and consortial approaches to archival problems, whereas other sessions examine preservation funding sources, digital preservation, and preservation of film and audio collections. Traditional topics such as acquisitions, appraisal, reference, copyright, security, oral history, and privacy have not been left out either.

Seven new "unplugged" sessions address the membership's request for more introductory sessions on topics fundamental to archival work. This year's topics, to be taught by recognized experts in the field, explore the basics of moving image archives, security, oral history, records management, outreach, privacy and confidentiality, and fund raising and grant writing. They build on the six topics covered in last year's inaugural class of unplugged sessions and will follow a similar format. For those needing more in-depth examination of a topic, SAA's Education Office will be offering pre-conference workshops on oral history, EAD style sheets, grant writing, reference service, digital preservation, copyright, ethical problem solving, advanced genealogical research, security, and preservation of audiovisual collections.

Meeting participants can also hear the results of ongoing research in the profession as the winners of the 2002 NHPRC Archival Research Fellowships will report on their findings, and three competitively selected graduate students will discuss their respective research on family photographs as material culture, processing Senate papers, and preservation efforts in corporate sound archives. Other student work will be exhibited in "poster sessions" on display in the exhibit hall on August 21 and 22.

Two plenary addresses will launch day one and day three of the conference. Paul Duguid, coauthor of *The Social Life of Information*, will discuss the value of information context during the opening general session on Thursday, August 21, and private map collector, David Rumsey, will demonstrate how new technologies can make cartographic records come alive for teaching and research during the closing general session on Saturday, August 23.

The credit for such an appealing lineup is due as much to the many wonderful proposals received as to the work of the Program Committee. Come and enjoy what your colleagues have assembled, relax among the glamorous and beautiful surroundings, and experience the great local events that the Host Committee has planned. We look forward to seeing you in Los Angeles for a fun and rewarding time.

**2003 Program Committee**

Michael J. Fox, co-chair  
*Minnesota Historical Society*

Janice E. Ruth, co-chair  
*Library of Congress*

Mark A. Greene, ex-officio  
2004 co-chair  
*University of Wyoming*

Charles Arp  
*Ohio Historical Society*

Stephen Dalton  
*Northeast Document Conservation Center*

Marcy Flynn  
*Silver Image Management*

Becky Haglund Tousey  
*Kraft Foods, Inc.*

Sara "Sue" Hodson  
*The Huntington Library*

Dylan J. McDonald  
*Idaho State Historical Society*

Philip Mooney  
*Coca-Cola Company*

Cathy Lynn Mundale  
*Atlanta University Center*

Kathryn M. Neal  
*San Diego State University*

Kinga Perzynska  
*Rice University*

Diana Shenk  
*Western Washington University*

Cheryl Stadel-Bevans  
*National Archives and Records Administration*

Luke J. Swetland  
*Getty Conservation Institute*

**PLEASE MAIL THIS FORM ALONG WITH YOUR ANNUAL MEETING REGISTRATION FORM DIRECTLY TO:**  
The Society of American Archivists, 527 S. Wells St., 5th Floor, Chicago, IL 60607

Questions? Call SAA at 312-922-0140. Forms with credit card information as payment can be faxed to 312-347-1452. Checks should be made payable to the Society of American Archivists. Please include payment for tours with meeting registration fee payment so that both may be processed at one time.

**THE DEADLINE FOR TOUR REGISTRATION IS AUGUST 1, 2003.**

A confirmation letter of tour participation will be mailed upon receipt of registration form and payment. This confirmation letter will serve as your tour ticket. Tour registration cannot be processed without payment. SAA reserves the right to cancel any tour that does not meet the 25-person minimum requirement. In such case, those registered will be notified and refunded via regular mail.

*All tours will meet in the lobby of the Century Plaza Hotel and Spa and include transportation unless otherwise noted. Please arrive 10-15 minutes prior to departure time as tours will leave promptly as scheduled.*

TOUR DAY/DATE	TIME	NAME OF TOUR	COST	# OF TICKETS	TOTAL
Tuesday, August 19	8:00 a.m. – 5:00 p.m.	Centers of Diverse History Tour	\$45	_____	_____
Tuesday, August 19	12:30 p.m. – 4:30 p.m.	Historic Movie Studios Tour	\$30	_____	_____
Tuesday, August 19	1:00 p.m. – 5:00 p.m.	Exploring the Universe Tour*	\$20	_____	_____
Wednesday, August 20	7:45 a.m. – 11:45 a.m.	Street Art and Diversity Tour	\$40	_____	_____
Wednesday, August 20	8:15 a.m. – 12:15 p.m.	Film Scholarship Tour	\$20	_____	_____
Wednesday, August 20	8:45 a.m. – 11:15 a.m.	Film Preservation Lab Tour	\$20	_____	_____
Wednesday, August 20	9:00 a.m. – 5:30 p.m.	Pasadena/Huntington Tour	\$45	_____	_____
Wednesday, August 20	9:45 a.m. – 12:45 p.m.	UCLA Archives Tour	\$5	_____	_____
Wednesday, August 20	10:45 a.m. – 1:15 p.m.	Film Preservation Lab Tour	\$20	_____	_____
Wednesday, August 20	11:30 a.m. – 4:30 p.m.	Pershing Square Landmarks Walking Tour	\$30	_____	_____
Wednesday, August 20	11:30 a.m. – 4:30 p.m.	Union Station Walking Tour	\$30	_____	_____
Wednesday, August 20	11:30 a.m. – 4:30 p.m.	Oscar Wilde/English Literature Tour	\$20	_____	_____
Wednesday, August 20	12:45 p.m. – 3:15 p.m.	Film Preservation Lab Tour	\$20	_____	_____
Wednesday, August 20	1:00 p.m. – 5:30 p.m.	Getty Center Tour	\$20	_____	_____
Wednesday, August 20	1:30 p.m. – 5:30 p.m.	Activism and Political Expression Tour	\$20	_____	_____
Thursday, August 21	12:15 p.m. – 5:30 p.m.	Warner Brothers VIP Tour	\$36	_____	_____
Thursday, August 21	12:30 p.m. – 6:00 p.m.	Religious Architecture Tour	\$25	_____	_____
Sunday, August 24	8:00 a.m. – Noon	Street Art and Diversity Tour	\$40	_____	_____
				<b>Total</b>	<b>\$ _____</b>

*Please type or print clearly.*

LAST NAME \_\_\_\_\_ FIRST \_\_\_\_\_

DAYTIME TELEPHONE (INCLUDE AREA CODE) \_\_\_\_\_ FAX (INCLUDE AREA CODE) \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

E-MAIL \_\_\_\_\_ NAME OF GUEST IF APPLICABLE \_\_\_\_\_

\*Tour registrants are required by JPL Security regulations to provide their full name and citizenship. Please include this information here: \_\_\_\_\_

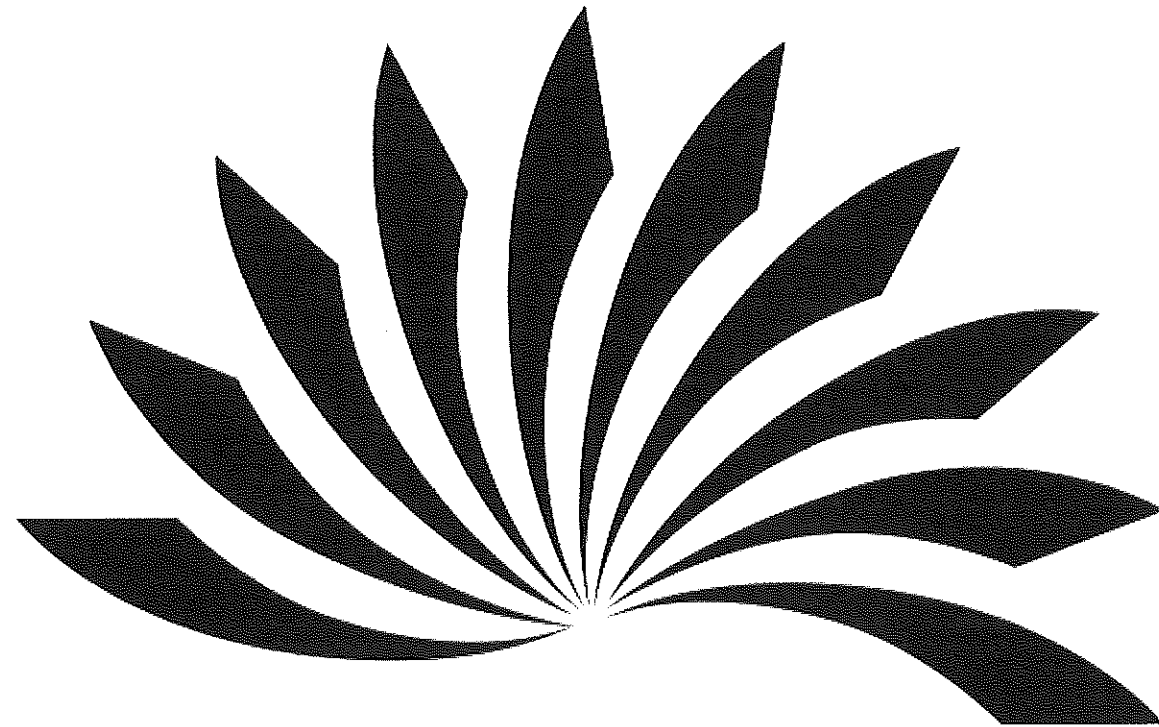
**METHOD OF PAYMENT**  
Prepayment is required. All payments must be in U.S. funds. SAA accepts checks, Visa or MasterCard. Do not send cash.

Total: \$ \_\_\_\_\_  CHECK # \_\_\_\_\_  VISA  MASTERCARD

CARD # \_\_\_\_\_ EXP. DATE \_\_\_\_\_

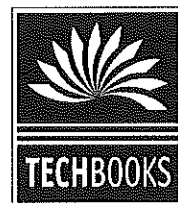
NAME ON CARD \_\_\_\_\_ SIGNATURE \_\_\_\_\_





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### Sunday, August 17

#### **[T]** Roughing It in Yosemite National Park (Three-Day Tour)

Since President Abraham Lincoln first granted the Yosemite Valley and Mariposa grove of giant sequoias to the State of California as an inalienable public trust in 1864, this spectacular area of the central Sierra Nevada Mountains has been a popular destination for visitors to California. Attendees of the SAA 2003 annual meeting have a unique opportunity to spend the better part of 2 days in the park enjoying a bit of nature and culture. The group will leave Los Angeles at 8:00 a.m. in rental cars on Sunday, August 17, for the 5-hour drive to the Yosemite Valley. The first two nights will be spent in tent cabins in Curry Village on the floor of the Yosemite Valley. The group will spend Monday, August 18, on a day hike around or up out of the Valley, and Tuesday morning, August 19, talking to a curator and interpreter who work in the Yosemite National Park archives and visitors center. After squeezing in additional outdoor time, the group will drive back to Los Angeles Tuesday afternoon. **Anyone interested should contact Bill Landis, 2003 Host Committee member and tour leader (949-824-3113 or blandis@uci.edu) by July 1, 2003, to secure a slot.** More information about costs, supplies, and other details will be available then. All arrangements and payments will be made by consensus of the group going to Yosemite. Tour participants should plan to arrive in Los Angeles on Saturday, August 16.

### Monday, August 18

9:00 a.m. – 5:00 p.m.

#### **[P]** Oral History: From Planning to Preservation

Is there a successful oral history interview or project in your future? This workshop provides you with the basic information necessary to effectively plan and conduct a successful oral history interview or project. It will also address the key topics of preservation and access as they relate to oral history collections, and explore current technological developments of particular relevance to those in the oral history field.

Upon completing this workshop you will have:

- Evaluated current recording formats, including optical and digital media;

- Learned about researching, framing, and conducting an oral history interview;
- Looked at ways to deal with narrators, transcriptions, and recordkeeping;
- Grasped the ethics and legal issues pertaining to oral history;
- Explored promoting the use of the oral history collection;
- Developed an appreciation of the uniqueness and value of oral history;
- Heard about the challenges of rapidly-changing technological options

The instructor is Fred Calabretta, associate curator and oral historian, Mystic Seaport Museum, Mystic, Connecticut.

#0401  
 AUGUST 18, 2003  
 FEE: SAA MEMBERS: EARLY REGISTRATION: \$185; AFTER 7/22/03: \$210  
 NONMEMBERS: EARLY REGISTRATION: \$235; AFTER 7/22/03: \$260  
 CONTINUING EDUCATION UNITS: .75  
 ARCHIVAL RECERTIFICATION CREDITS: 5

#### **[P]** Style Sheets: Delivering Your Finding Aids on the Web

Save time and eliminate frustration with style sheets! Learn how to transform EAD-encoded finding aids into Web documents whose appearance is customized for participants' institutions and users. This two-day workshop provides an introduction

to style sheets, in particular Extensible Style Sheet Language (XSL), as they are used to format archival finding aids for the web. Participants who have a basic understanding of the EAD element set and the HTML encoding scheme are ready to take the next big step and create or modify style sheets. While the focus is on EAD, this workshop also will be of interest to archivists, programmers and system administrators using TEI and other XML applications.

Upon completing this workshop participants will have:

- Gained a fundamental understanding of XSLT concepts;
- Learned how to produce a basic style sheet;
- Modified an existing style sheet.

The instructors are Kris Kiesling, head, Technical and Digital Services, Harry Ransom Humanities Research Center, University of Texas at Austin, and Michael J. Fox, assistant director for Library and Archives, Minnesota Historical Society.

#0402  
 AUGUST 18 - 19, 2003  
 FEE: SAA MEMBERS: EARLY REGISTRATION: \$305; AFTER 7/22/03: \$330  
 NONMEMBERS: EARLY REGISTRATION: \$385; AFTER 7/22/03: \$410  
 CONTINUING EDUCATION UNITS: 1.5  
 ARCHIVAL RECERTIFICATION CREDITS: 10



Rose Garden at Exposition Park, Los Angeles, CA, ca. 1940. Courtesy of the Seaver Center for Western History Research, Los Angeles County Museum of Natural History.

**[P] NEW! Grant Proposal Writing**  
In this era of budget cuts, attending this offering might just pay for itself over and over! Offered in cooperation with Amigos Library Services, this seminar surveys the types of state, federal, and private foundation grants available and provides practice in researching and writing grant proposals. Grant resources, grant proposal writing, and the review process are discussed.

- Upon completion of this seminar you will:
- Understand the grant review process;
  - Differentiate between types of grants and funders;
  - Know parts of a grant proposal and where to look for resources;
  - Identify alternative sources of funding.

This seminar is intended for archivists, librarians, and other staff members who have an interest in or responsibility to explore funding resources for their institution. An emphasis on preservation grants is stressed.

The instructor is Shelby Saniett, manager, Imaging and Preservation Services, Amigos Library Services.

#0403  
AUGUST 18, 2003  
FEE: SAA MEMBERS: EARLY REGISTRATION: \$145; AFTER 7/22/03: \$170  
NONMEMBERS: EARLY REGISTRATION: \$215; AFTER 7/22/03: \$240  
CONTINUING EDUCATION UNITS: .75  
ARCHIVAL RECERTIFICATION CREDITS: 5

**[P] NEW! Real World Reference: Moving Beyond Theory**  
Is providing reference services to users in your job description? This workshop is designed to provide an overview of traditional reference service as well as enhancements introduced with electronic databases and digitized collections. Developing mission statements, policies and procedures, rules and regulations will be discussed as well as issues relating to copyright, interlibrary loan, serving and handling materials, and locating reference resources on the Internet. Much of the time will be devoted to the reference interview, providing instruction to readers, and dealing with the influx of new archives researchers.

- Upon completing this workshop participants will have:
- Acquired a standard set of skills that includes doing a reference interview with a patron, and developing policies

- and procedures to help patrons use collections to obtain the material they need, while insuring the protection of the archival collections;
- Learned effective ways to deal with remote users including how to deal with postal and email messages and patrons coming in through chat services;
  - Learned how to deal with non-traditional users such as K-12 students and those who are using archival collections and resources through the Internet;
  - Discovered how reference can serve as an outreach tool and other ways to alert prospective patrons to resources.

Beginning and intermediate archivists will find this workshop particularly valuable although the discussions on electronic resources and dealing with nontraditional patron groups might also interest seasoned archivists.

The instructors are Mary Wolfskill, head, Reference and Reader Service Section, Manuscript Division, Library of Congress, and Danna Bell-Russel, Digital Reference Specialist, Library Services, Public Service and Collection Development Section, Library of Congress.

#0404  
AUGUST 18, 2003  
FEE: SAA MEMBERS: EARLY REGISTRATION: \$185; AFTER 7/22/03: \$210  
NONMEMBERS: EARLY REGISTRATION: \$235; AFTER 7/22/03: \$260  
CONTINUING EDUCATION UNITS: .75  
ARCHIVAL RECERTIFICATION CREDITS: 5

**[P] Archival Perspectives in Digital Preservation**  
How do you make the connection between fundamental archival principles and the idea of "digital preservation" as it has evolved since 1996? Come to this advanced seminar to find out. Drawing on a growing technical literature defining digital preservation requirements, the seminar explores how concepts such as integrity, authenticity, and trust are embedded in specific digital preservation development programs, including the work of OCLC/RLG, InterPARES, and selected European initiatives.

- In this seminar you will:
- Define key digital preservation concepts and how these ideas have evolved since

- 1996 from earlier work on "electronic records" and other archival initiatives;
- Know how at least three fundamental archival principles (integrity, authenticity, trust) underlie present ongoing efforts to define digital preservation requirements;
  - Review at least three specific digital preservation programs, including the Open Archival Information System (an emerging international standard), the international InterPARES project on authentic digital records, and efforts by OCLC and RLG to define and implement digital preservation concepts;
  - Apply digital preservation concepts to specific digital archives collections, either those supplied by participants or by the instructor.

Participants should be familiar with the basics of digital technology, the fundamentals of database design, and metadata creation in an archives or library context. Passing familiarity with XML and SGML would also be helpful.

The instructor is Paul Conway, director of Information Technology Services, Duke University Libraries.

#0405  
AUGUST 18-19, 2003  
FEE: SAA MEMBERS: EARLY REGISTRATION: \$225; AFTER 7/22/03: \$250  
NONMEMBERS: EARLY REGISTRATION: \$295; AFTER 7/22/03: \$320  
CONTINUING EDUCATION UNITS: 1.5  
ARCHIVAL RECERTIFICATION CREDITS: 10

**[P] EXPANDED! Copyright: The Archivist and the Law**  
This workshop will not only provide the basis for administration of copyright in daily archival work but also the background for the advanced "Copyright in a Digital World Symposium" scheduled for August 20, 2003. It addresses what archivists need to be increasingly aware of in the current age of information commerce including an assessment of the bad news and the good news in the Supreme Court's *Eldred* decision!

- Upon completing this workshop you will have:
- Recognized the complex issues relating to authors', owners', and users' rights in intellectual property;
  - Obtained a grounding in the historical rationale for copyright law, major legislative and judicial developments;

Please check the box next to the one session per time slot that you are likely to attend. This is not a commitment on your part, but is for SAA planning purposes only. Please return this form with your registration.

**Thursday, August 21**  
1:30 p.m. – 3:00 p.m.

- 1. Archivists' Guide To Job Hunting and Career Development
- 2. Approaches to Processing: Finding Time and Funding
- 3. Lost At Sea: Navigating the Choppy Waters of Copyright Legislation
- 4. Extending Traditional Accessioning, Description, and Reference for Contemporary Pictures from September 11th
- 5. NARA's Experience with the E-Mail from the Executive Office of the President
- 6. Linguistic Diversity and Archives
- 7. The 125th Anniversary of Recorded Sound: A Look at the Past, Present, and WAVs of the Future
- 8. National Commemorations and Archival Outreach Strategies: Planning for the 50th Anniversary of the *Brown v. Board of Education of Topeka, Kansas et al.* Supreme Court Case
- 9. EAD Research: Diffusion, Implementation, and Living with Encoded Archival Description (EAD)
- 10. Archives Unplugged: Fundamentals of Moving Image Archives

**Thursday, August 21**  
3:30 p.m. – 5:00 p.m.

- 11. Models for Archival Cooperation
- 12. Documenting Rosie: Archival Sources for the Study of Women and the Home Front During World War II
- 13. To Have But Not to Hold: Issues of Institutional and Private Ownership of E-Mail Records
- 14. Diversity on the Screen: Preserving the Moving Images of Asian-American, Latino, and African-American Communities
- 15. Implementing Electronic Records Archives Today Using Available Technology
- 16. New Sources for Archival Project Funding
- 17. Graduate Student Papers Session
- 18. Going Through the Stages: From Model to Practice with the Open Archival Information System (OAIS)
- 19. Demystifying EAD: Simple Encoding Solutions for the Laysperson
- 20. Archives Unplugged: Security

**Friday, August 22**  
10:30 a.m. – 11:30 a.m.

- 21SF. Eighteenth-Century Documents and Twenty-first-Century Technology: Preserving the Charters of Freedom

**10:30 a.m. – Noon**

- 22. Documenting Disease
- 23. The Commercial Value of History: The *Antiques Roadshow*, eBay, and What It Means for Archives
- 24. Lights, Camera... WHERE? Film & Television Collections Beyond Hollywood
- 25. Truth and Consequences: Experiences Offering Online Access to Digital Data Records
- 26. It Takes a Consortium: Pooling Resources to Improve Archival Education
- 27. A Model for Digital Audio Preservation and Distribution: The Arhoolie Foundation Strachwitz Frontera Collection
- 28SR. Ethical Considerations of Acquisitions (Limited Enrollment)
- 29. Interoperability: The Possibilities of Us All Getting Along
- 30. Archives Unplugged: Making Oral History Work for You

**Friday, August 22**  
1:00 p.m. – 2:30 p.m.

- 31. Preservation Needs Assessments: National, State, and Institutional Efforts
- 32. Filling in the Margins: Documenting Extreme Social History
- 33. How to Integrate Archival Practices with Functional Records Management
- 34. Saving Silverman: The History and Use of Motion Picture Collections
- 35. The PERM Project: Standards and Tools for Preserving Electronic Records
- 36. Archival Reference in the 21st Century: Moving from Theory to Practice
- 37. A Life of Their Own: Theory, Methodology, and the Study of Documents in Context
- 38. Ethical Conflict in the Workplace and Personal Choices
- 39. Central Avenue: Archival and Eyewitness Accounts from Black Musicians
- 40. Archives Unplugged: Basics of Records Management

**Friday, August 22**  
3:00 p.m. – 4:30 p.m.

- 41. Building the Foundations for Digital Preservation
- 42. Architecture of Fantasy: From Hollywood to Hearst to Home
- 43. Mission to Mars: The Documentary Journey of Observation and Exploration of the Red Planet
- 44. Film Treasures in American Archives: Dancers on Celluloid

- 45. Introducing NARA's Access to Archival Databases (AAD) Resource
- 46. Riding a New Archival Wave: International Cooperative Projects
- 47. From Daybooks of History to Film at Eleven: The Research Value and Use of Broadcast Journalism Collections
- 48. Spatial Relationships and Arrangement: Signposts on the Road to Original Order
- 49. All Together Now: Standardization in the Application of Encoded Archival Description (EAD)
- 50. Archives Unplugged: Educational Programs, Publications, and Exhibitions

**Saturday, August 23**  
1:00 p.m. – 2:30 p.m.

- 51. Recertification: A Recognition of the Joint Mission of Archivists and Records Managers
- 52. Documenting the Asian American Experience: Whose History Is It?
- 53. Cultural Sensitivity and Intellectual Property in Anthropological Papers: Ethics and Access
- 54. Reel Preservation
- 55. Practical Approaches to Electronic Records Management
- 56. No Project is Too Small: Using an RFP as a Model for Selecting Archival Vendors
- 57. On Whose Terms? Usability Issues and Online Archival Access Systems
- 58. Who Is in the Workplace Now? Diversity Reflected in Today's Archives
- 59. Myth & Reality: Records of the RFK Assassination
- 60. Archives Unplugged: Securing Financial Support for Archival Programs

**Saturday, August 23**  
3:00 p.m. – 4:30 p.m.

- 62. Endless Summer: Documenting the Popular Image of Southern California
- 63. Taking Center Stage: Issues of Access, Outreach, and Theater Archives
- 64. Archivist As Producer
- 65. Electronic Brains, Wired Faculty, and More: NHPRC Archival Research Fellows Report
- 66. Volunteers in the Archives: New Perspectives, Creative Uses
- 67. The Souls of Black Folk, Revisited
- 68. The Online Archive of California: A Model for Integrating Access
- 69. Improving Online Access to Original Materials: Current Research
- 70. Archives Unplugged: Privacy and Confidentiality 101

**3:00 p.m. – 5:00 p.m.**

- 61W. Digital Preservation: Longevity, Image Quality, and Metadata

REGISTRANT NAME (Please print clearly)

**PRE-CONFERENCE WORKSHOP REGISTRATION**

	Nonmembers	SAA Members	Total
#0401 Oral History: From Planning to Preservation (Aug. 18) Fee After 7/22/03	\$235 \$260	\$185 \$210	_____
#0402 Style Sheets: Delivering Your Finding Aids to the Web (Aug. 18-19) Fee After 7/22/03	\$385 \$410	\$305 \$330	_____
#0403 Grant Proposal Writing (Aug. 18) Fee After 7/22/03	\$215 \$240	\$145 \$170	_____
#0404 Real World Reference: Moving Beyond Theory (Aug.18) Fee After 7/22/03	\$235 \$260	\$185 \$210	_____
#0405 Archival Perspectives in Digital Preservation (Aug. 18-19) Fee After 7/22/03	\$295 \$320	\$225 \$250	_____
#0406 Copyright: The Archivist and the Law (Aug. 18-19) Fee After 7/22/03	\$365 \$390	\$285 \$310	_____
#0407 Advanced Techniques for American Genealogical Research (Aug. 19) Fee After 7/22/03	\$235 \$260	\$185 \$210	_____
#0408 Security in Archives & Manuscript Repositories (Aug. 19) Fee After 7/22/03	\$235 \$260	\$185 \$210	_____
#0409 Preservation Management of Machine-Based Audiovisual Collections (Aug. 19) Fee After 7/22/03	\$215 \$240	\$145 \$170	_____
#0410 Ethical Problem Solving (Aug. 19) Fee After 7/22/03	\$235 \$260	\$185 \$210	_____
		<b>Subtotal</b>	<b>\$ _____</b>

**REGISTRATION FEES**

	Nonmembers	SAA Members	Total
Earlybird Fee <i>postmarked or faxed on or before July 1, 2003</i>	\$335	\$285	_____
Registration Fee <i>postmarked or faxed after July 1, 2003, but on or before July 22, 2003</i>	\$365	\$315	_____
After July 22, 2003, please register onsite: Nonmembers \$385; SAA Members \$335			
Student Registration (ID photocopy required)	\$110	\$100	_____
One-Day Per Day Fee, Please indicate day(s) _____	\$140	\$135	_____
Exhibitor	comp	comp	_____
		<b>Subtotal</b>	<b>\$ _____</b>

**TICKETED SPECIAL EVENTS**

	# of Tickets	Nonmembers	SAA Members	Total
ICA/SAA Business Archives Colloquium – Wednesday, August 20	_____	\$40	\$40	_____
SAA Student Mixer – Wednesday, August 20	_____	Free to those registered.		_____
Evening Shuttle Buses – Wednesday, August 20	_____	\$10	\$10	_____
Getty Institute Reception – Thursday, August 21	_____	Free to those registered.		_____
Guest Ticket to Getty Institute Reception – Thursday, August 21	_____	\$50	\$50	_____
ACA Lunch – Friday, August 22	_____	\$40	\$40	_____
Santa Monica Pier Reception – Saturday, August 23	_____	\$45	\$45	_____
		<b>Subtotal</b>	<b>\$ _____</b>	
		<b>GRAND TOTAL</b>	<b>\$ _____</b>	

**METHOD OF PAYMENT**

Prepayment is required. All payments must be in U.S. funds. SAA accepts checks, Visa or MasterCard. Do not send cash.

Total: \$ \_\_\_\_\_  CHECK # \_\_\_\_\_  VISA  MASTERCARD

CARD # \_\_\_\_\_ EXP. DATE \_\_\_\_\_

NAME ON CARD \_\_\_\_\_

SIGNATURE \_\_\_\_\_

**Send completed form with payment to:**  
 Society of American Archivists  
 527 S. Wells St., 5th Floor.  
 Chicago, IL 60607-3922  
**or submit via fax**  
 along with credit card information, fax 312-347-1452.  
*Please do NOT submit registration via both fax and regular post.*

- Discovered the relevance of U.S. federal law for archives and manuscripts;
- Examined the current law;
- Learned the sequence of decision making needed for your management of copyright issues.

Participants will be invited to submit, in advance, specific questions related to copyright within their own institutions.

The instructor is William J. Maher, university archivist and professor of library administration, University of Illinois at Urbana-Champaign.

#0406  
 AUGUST 18-19, 2003  
 FEE: SAA MEMBERS: EARLY REGISTRATION: \$285; AFTER 7/22/03: \$310  
 NONMEMBERS: EARLY REGISTRATION: \$365; AFTER 7/22/03: \$390  
 CONTINUING EDUCATION UNITS: 1.5  
 ARCHIVAL RECERTIFICATION CREDITS: 10

**Tuesday, August 19**

8:00 a.m. – 5:00 p.m.

**Centers of Diverse History Tour**  
 From the dynamics of racism, prejudice, and violations of civil and human rights to struggles for tolerance and equality, this tour will explore museums narrating the diverse histories of several Los Angeles communities — including Native Americans, Latinos, Asian and African Americans, as well as concentration camp survivors — as they've searched for human dignity, equality and justice. Participants will visit the Southwest Museum ([www.southwestmuseum.org](http://www.southwestmuseum.org)), the Japanese American National Museum ([www.janm.org](http://www.janm.org)), the California African American Museum ([www.caam.ca.gov](http://www.caam.ca.gov)), and the Museum of Tolerance ([www.wiesenthal.com/mot/about/index.cfm](http://www.wiesenthal.com/mot/about/index.cfm)). A stop for lunch (not included in ticket price) in Little Tokyo is part of the tour. Please see the tour registration form on page 47 to register. \$45

8:30 a.m. – 5:00 p.m.

SAA Council Meeting

9:00 a.m. – 5:00 p.m.

**Style Sheets**  
 (Continued from Monday)

**Archival Perspectives In Digital Preservation**  
 (Continued from Monday)

**Copyright: The Archivist and the Law**  
 (Continued from Monday)

**Advanced Techniques for American Genealogical Research**  
 Are you ready to enhance your research skills and problem-solving techniques? Go beyond the basics and learn how to develop new research paradigms, reevaluate traditional genealogical sources, locate and use nontraditional historical sources, and apply problem-solving techniques to genealogical research problems. This is your opportunity to learn from case studies drawn from the instructor's 30+ years of archival reference services and personal genealogical research.

Upon completing this workshop you will have:

- Reviewed the basic concepts and definitions of traditional American genealogical research;
- Reevaluated traditional family history sources using advanced techniques and paradigms;
- Located and used nontraditional sources;
- Applied these skills to solving difficult genealogical research problems;
- Discussed strategies for researching minorities and the underclass.

This workshop is geared toward archival reference personnel, archival administrators, reference librarians, archival volunteers, and anyone else interested in going beyond the basics of American family history and genealogical research.

The instructor is Russell P. Baker, CA, archival manager and deputy director of the Arkansas History Commission and State Archives in Little Rock.

#0407  
 AUGUST 19, 2003  
 FEE: SAA MEMBERS: EARLY REGISTRATION: \$185; AFTER 7/22/03: \$210  
 NONMEMBERS: EARLY REGISTRATION: \$235; AFTER 7/22/03: \$260  
 CONTINUING EDUCATION UNITS: .75  
 ARCHIVAL RECERTIFICATION CREDITS: 5

**Security in Archives & Manuscript Repositories**  
 Archival theft is Big Business! News of archival thefts is no longer restricted to professional literature but appears all too frequently in the mainstream media. What is stolen? Who steals? How can you fight back? This workshop provides a highly practical overview of the nature of theft in

archival repositories and advises on the specific steps that archivists and manuscript curators in any size repository can undertake to minimize their institutions' vulnerability to such predation.

In this workshop you will discover ways to avoid theft or loss through security policies and procedures that cover:

- Staff and researchers;
- Storage and reading room design;
- Techniques of processing;
- Collection management;
- Secure exhibit policies.

This workshop is appropriate for archivists and manuscript curators from every type of facility. It is especially suited for archivists at the department-head level, administrators and managers who have the authority to modify procedures and policies in their institutions.

The instructors are Mary (Mimi) Bowling, director, Archives, Random House, Inc., and Richard Strassberg, associate director of the Martin P. Catherwood Library at Cornell University and director of its special collections unit, the Kheel Center for Labor-Management Documentation and Archives.

#0408  
 AUGUST 19, 2003  
 FEE: SAA MEMBERS: EARLY REGISTRATION: \$185; AFTER 7/22/03: \$210  
 NONMEMBERS: EARLY REGISTRATION: \$235; AFTER 7/22/03: \$260  
 CONTINUING EDUCATION UNITS: .75  
 ARCHIVAL RECERTIFICATION CREDITS: 5

**Preservation Management of Machine-Based Audiovisual Collections**  
 If you find yourself charged with the management of a machine-based audiovisual collection (motion picture films, sound recordings, videotapes) this seminar will inform you about the technical nature of the various media, the problems that arise with them, and the currently available solutions.

- Upon completion of the seminar you will:
- Understand the fundamental nature of the various media and the application of archival principles and procedures to them;
  - Recognize concepts, terminology, media, technologies, problems, basic conservation and preservation methods, storage considerations, equipment needs, etc.;
  - Expand your network with and learn about other institutions that are facing similar challenges;

- The seminar is geared toward archive administrators, oral historians, archivists, media librarians, stock footage collections staff, and preservation managers.

The instructor is Alan F. Lewis, audiovisual preservation expert, Special Media Archives Services Division, National Archives & Records Administration.

#0409  
AUGUST 19, 2003  
FEE: SAA MEMBERS: EARLY REGISTRATION: \$145; AFTER 7/22/03: \$170  
NONMEMBERS: EARLY REGISTRATION: \$215; AFTER 7/22/03: \$240  
CONTINUING EDUCATION UNITS: .75  
ARCHIVAL RECERTIFICATION CREDIT

**[P] NEW! Ethical Problem Solving**  
Conflicts and ethical problems surface regularly in the workplace. SAA author, Karen Benedict, incorporates material from her forthcoming *Ethics and the Archival Profession* (SAA, late 2003) into this workshop. Participants will be asked to submit written copies of the problems that they want to have discussed as well as additional questions they have on the subject of ethics.

Upon completion of the workshop you will have:

- Gained a better understanding of the provisions of the Code of Ethics;
- Become aware of the difference between ethics and professional conduct;
- Obtained the basics about best institutional practice vs. ethics;
- Discussed participant workplace problems and possible solutions;
- Participated in a discussion of best practice for institutions;
- Received a discount coupon to purchase *Ethics and the Archival Profession*.

All practicing archivists will benefit from this important and timely workshop.

The instructor is Karen Benedict, consultant in Archives & Records Management.

#0410  
AUGUST 19, 2003  
FEE: SAA MEMBERS: EARLY REGISTRATION: \$185; AFTER 7/22/03: \$210  
NONMEMBERS: EARLY REGISTRATION: \$235; AFTER 7/22/03: \$260  
CONTINUING EDUCATION UNITS: .75  
ARCHIVAL RECERTIFICATION CREDITS: 5

12:30 p.m. – 4:30 p.m.

**[T] Historic Movie Studios Tour**  
This is a bus tour covering historic movie studios of Los Angeles and Hollywood, with a stop at Raleigh Studios. Raleigh is across the street from Paramount and extremely historic in its own right. Early Mary Pickford films were shot there. The tour also includes visits to sites of such early studios as Selig, Biograph, Disney, Vitagraph, Triangle, William Fox, Christie, etc. as well as the Hollywood Heritage Museum housed in the famous barn used by Cecil B. DeMille to shoot some of his films. Please see the tour registration form on page 47 to register. \$30

1:00 p.m. – 5:00 p.m.

**[T] Exploring the Universe Tour**  
The tour will take visitors to NASA's lead center for robotic exploration of the solar system — where they can see a spacecraft assembly facility, view the building of planetary flight vehicles, and see the mission operations center that is responsible for commanding the Deep Space Network. For more information, go to Jet Propulsion Laboratory JPL ([www.jpl.nasa.gov](http://www.jpl.nasa.gov)). Please see the tour registration form on page 47 to register. \$20

**Wednesday, August 20**

7:45 a.m. – 11:45 a.m.

**[T] Street Art and Diversity: Murals of Los Angeles Tour**  
This tour will examine the social, cultural and political history of Los Angeles through its murals, paying special attention to those neighborhoods that make up the majority of the city. The Social and Public Art Resource Center (SPARC) houses the world's largest slide archive of murals in the world and is in the midst of digitizing this collection and making it available to the public. The tour will also be offered on Sunday, August 24. Please see the tour registration form on page 47 to register. \$40

8:00 a.m. – Noon

**[G] American Archivist Editorial Board**

8:00 a.m. – 3:00 p.m.

**[G] Ethics Committee**

8:00 a.m. – 4:00 p.m.

**[G] Committee on Education and Professional Development**

8:00 a.m. – 5:30 p.m.

**[E] Business Archives Colloquium — Globalization and the Records of Multinational/Global Companies**  
With this colloquium, the leaders of the Society of American Archivists' Business Archives Section and the International Council on Archives' Section on Business and Labour Archives have collaborated to create an in-depth examination of issues related to globalization and the records of multinational/global companies. The colloquium features a full day of presentations that will be of great interest to corporate archivists, corporate historians, archivists from repositories that hold business records, and others interested in the global implications of the archival profession. It will open with presentations from Geoffrey Jones, Professor of Business Administration at Harvard Business School, and David Logan, Associate Dean and Executive Director of the Office of Executive Development at the Marshall School of Business, University of Southern California. The two plenary speakers will address the history of the development of globalization, the impact of globalization on management theory and practice, and the implications of these trends for archivists with responsibility for business records. The rest of the colloquium will feature presentations from archivists and scholars from around the world. Scheduled topics include "Business Archives and National Identity;" "Documenting the Global Business;" "Global Developments in Privacy Legislation;" "The Impact of Mergers, Acquisitions and Divestitures on the Management of Business Archives;" and "Business Archives from the Perspective of the User." **Registrants for this colloquium are not required to register for the annual meeting.** Continental breakfast, lunch, and a reception is included in the registration fee. Please see the registration form on page 43 to register. \$40

8:15 a.m. – 12:15 p.m.

**[T] Film Scholarship Tour**

This tour will focus on two institutions aiding film scholars and future filmmakers. The Margaret Herrick Library, of the Academy of Motion Picture Arts and

Please type or print clearly.

LAST NAME	FIRST
NAME ON BADGE (First Name - Up to 20 characters)	
(Last Name - Up to 40 characters)	
INSTITUTION	
DAYTIME TELEPHONE (INCLUDE AREA CODE)	FAX (INCLUDE AREA CODE)
MAILING ADDRESS	
CITY	STATE
ZIP	COUNTRY
E-MAIL	WEB SITE
SAA Individual Member: <input type="checkbox"/> NO <input type="checkbox"/> YES Member ID # _____	
(Please refer to number on mailing label above your name)	
SAA Institutional Member: <input type="checkbox"/> NO <input type="checkbox"/> YES Institutional Member ID#: _____	
(Only one individual per Regular Institutional Membership can register at the member rate; three individuals per Sustaining Institutional Membership can register at the member rate)	
ARMA International Individual Member: <input type="checkbox"/> NO <input type="checkbox"/> YES Member ID # _____	
Accompanying guest name for whom tickets have been purchased _____	

<b>FOR OFFICE USE ONLY:</b>
EVENT #2003
BATCH # _____
REGISTRATION # _____
LAST NAME _____
AMOUNT _____

**Seminar**

- Please check here if you plan to attend Session #28SR "Ethical Considerations of Acquisitions" (August 22). Registration is free but seating is limited.

**Navigator Program**

- Yes, please assign me a Navigator.  Yes, please contact me about serving as a Navigator.

**Roommate Request**

- Yes, place me on the roommate request list. I will need a roommate for the following nights (circle appropriate dates): ALL OR 8/17 8/18 8/19 8/20 8/21 8/22 8/23 8/24 8/25
- My preferences for a roommate are:  Female  Male  Smoking  Nonsmoking

**SPECIAL ACCESSIBILITY REQUIREMENTS**

- Individuals with special accessibility requirements are encouraged to let SAA know so that every effort can be made to ensure your full participation in this meeting. Please check the box if you would like to be contacted so that SAA can accommodate your requirements.

**SPECIAL DIETARY REQUIREMENTS**

Coffee breaks are provided Thursday and Friday mornings in the exhibit hall. The Thursday evening reception will provide beverages and hors d'oeuvres. All other meals are on your own unless you have registered for a ticketed event.

Please check the box(es) below if you have any special dietary requirements.

- Vegetarian – dairy and seafood okay  Vegetarian – no dairy
- Vegetarian – no seafood  Lactose intolerant
- Food allergy, please specify \_\_\_\_\_

**If you plan to attend any of the "Archives Unplugged" Sessions, please indicate so below:**

- Fundamentals of Moving Image Archives, Thursday, August 21, 1:30 p.m. – 3:00 p.m.
- Security, Thursday, Aug. 21, 3:30 p.m. – 5:00 p.m.
- Making Oral History Work for You, Friday, Aug. 22, 10:30 a.m. – Noon
- Basics of Records Management, Friday, Aug. 22, 1:00 p.m. – 2:30 p.m.
- Educational Programs, Publications, and Exhibitions, Friday, Aug. 22, 3:00 p.m. – 4:30 p.m.
- Securing Financial Support for Archival Programs, Saturday, Aug. 23, 1:00 p.m. – 2:30 p.m.
- Privacy and Confidentiality 101, Saturday, Aug. 23, 3:00 p.m. – 4:30 p.m.

**SAA Staff**

Carroll Dendler <i>Interim Executive Co-Director and Finance/Human Resources Director</i>	Debra Mills Nolan <i>Interim Executive Co-Director and Meetings Director</i>
Teresa M. Brinati <i>Director of Publishing</i>	Rodney Franklin <i>Publications Assistant</i>
Jeff Smith <i>Order Fulfillment Assistant</i>	Lee Gonzalez <i>Administrative Assistant</i>
Solveig Desutter <i>Education Co-Director</i>	Patti O'Hara <i>Education Co-Director</i>
Brian Doyle <i>Graphic Designer/Webmaster</i>	Renita Parr <i>Administrative Assistant</i>
Philip B. Eppard <i>Editor, American Archivist</i>	Carlos R. Salgado <i>Program Coordinator</i>
	Jeanette Spears <i>Member Services Coordinator</i>

**About SAA**

The Society of American Archivists, through its own work and in cooperation with other professional associations, is the voice of the nation's archival community. Although SAA is considered to be the national professional association for archivists in North America, its worldwide membership consists of 3,600 individuals and institutions in more than thirty countries. SAA's membership represents university, corporate, and religious archives; historical societies; museums; and government agencies. SAA provides leadership to archival professionals through career development, publications, and educational opportunities, and works to strengthen archival standards and advance archival knowledge. The annual meeting offers archivists and those interested in the work of SAA a unique opportunity for personal and professional growth. For more information, contact: SAA, 527 S. Wells Street, 5th Floor, Chicago, IL 60607-3922, 312-922-0140, fax 312-347-1452, info@archivists.org or visit [www.archivists.org](http://www.archivists.org).



Belcher Dancers at Santa Monica beach, ca. 1950. Courtesy of The Huntington Library.

Sciences, collects a wide range of materials documenting film as both an art form and an industry and houses one of the world's most extensive and comprehensive research and reference collections. The University of Southern California's Cinema/TV Library, located in the Doheny Memorial Library, houses many specialized collections and archives, including the David L. Wolper Archives ([artscenter.usc.edu/cinematv/wolper\\_archives.html](http://artscenter.usc.edu/cinematv/wolper_archives.html)), the Archives of Performing Arts containing five studio still collections, the Archive of Film and Television Music, and the Louis B. Mayer Film and Television Center. Please see the tour registration form on page 47 to register. \$20

**8:30 a.m. – 1:00 p.m.**

**ACA Exam**

**8:45 a.m. – 11:15 a.m.**

**[T] Film Preservation Laboratory Tour** Film Technology Company, Inc., has restored thousands of motion pictures over its 30-year history. Subjects include turn-of-the-century Edison Films, features, newsreels, travelogues, kinescopes, amateur films and videos. This tour takes small groups to the various areas around the facility to see how film restoration is done at this company. There is also a small theatre where guests can view some of the restored films FTC has worked on and where there will be an opportunity for Q&A. This tour is also offered at 10:45 a.m. and 12:45 p.m. on Wednesday, August 20. Please see the tour registration form on page 47 to register. \$20

**9:00 a.m. – 4:00 p.m.**

**ACA Board Meeting**

**9:00 a.m. - 4:30 p.m.**

**[E] Copyright in a Digital World Symposium**

The Colorado Digitization Program, the National Initiative for a Networked Cultural Heritage, and OCLC's Digital & Preservation Resources Division invite you to participate in a day-long event addressing the complex issues surrounding copyright. Topics include: "Copyright Basics in a Digital Age," "Get It Down in Writing: Institutional and Policy Issues," "Identifying Your Copyright Assets," "What Can I Do and How Safe Is It?," and "The Permissions Process." Presenters include: Lolly Gasaway, University of North Carolina; Georgia

Harper, University of Texas; Maria Pallante-Hyun, Pallante-Hyun LLC; Rachelle Browne, Smithsonian Institution; And Linda Tadic, ARTstor. A case study provides participants with the opportunity to work through issues addressed by the speakers. A Web-based Resource Kit provides additional resources for use by participants and their institutions. Participants who attend the SAA pre-conference workshop, "Copyright: The Archivist and the Law" to be held on August 18 and 19, will be especially prepared for this advanced symposium. Co-sponsored by SAA, **the program is free, but seating is limited and registration is required.** Please register by contacting Amy Lytle at amy\_lytle@oclc.org or by calling her at 800.878.5848 x 5212.

**9:00 a.m. – 5:30 p.m.**

**[T] Pasadena Architectural and Huntington Library Stroll**

This tour features some of the most significant art, architecture, gardens and collections in the United States. Included are a walking tour of Craftsman homes in a Greene & Greene neighborhood, guided by a Pasadena historian; a visit to the historic, period-furnished, Feynes Mansion at the Pasadena Museum of History; and an afternoon exploring the Huntington Library's British and American art galleries, library exhibitions, and more than 100 acres of botanical gardens. Lunch may be purchased at the Garden Restaurant, and visitors may sign up for optional "behind-the-scenes" tours of the research library conducted by the manuscript curators. For more information, see Pasadena Museum of History ([www.pasadenahistory.org/](http://www.pasadenahistory.org/)), Pasadena Heritage ([www.pasadenaheritage.com/](http://www.pasadenaheritage.com/)), and Huntington Library ([www.huntington.org/](http://www.huntington.org/)). Please see the tour registration form on page 47 to register. \$45

**9:45 a.m. – 12:45 p.m.**

**[T] UCLA Archives and Special Collections Tour**

UCLA is the second campus of the UC system established at its current location in West Los Angeles in 1927. Known nationwide for academic excellence, it now contains some 163 buildings on 419 acres housing the College of Letters and Science plus 11 professional schools and serving more than 36,900 students. Participants have the opportunity to go on several tours of UCLA Archives and tour other UCLA special collections units: Arts, Biomedical,

Music, and Humanities/Social Sciences. Please see the tour registration form on page 47 to register. \$5

**10:00 a.m. – Noon**

**[E] Standards Committee**

**10:45 a.m. – 1:15 p.m.**

**[T] Film Preservation Laboratory Tour** Film Technology Company, Inc., has restored thousands of motion pictures over its 30-year history. Subjects include turn-of-the-century Edison Films, features, newsreels, travelogues, kinescopes, amateur films and videos. This tour takes small groups to the various areas around the facility to see how film restoration is done at this company. There is also a small theatre where guests can view some of the restored films FTC has worked on and where there will be an opportunity for Q&A. This tour is also offered at 8:45 a.m. and 12:45 p.m. on Wednesday, August 20. Please see the tour registration form on page 47 to register. \$20

**11:30 a.m. – 4:30 p.m.**

**[T] Pershing Square Landmarks Walking Tour**

Spanning four decades of Los Angeles history, this tour covers many of the great landmarks in downtown's Historic Core, encompassing architectural styles from the Victorian to the Beaux Arts to the Art Deco. This tour is a great introduction to the architecture and history of Los Angeles, featuring some of L.A.'s best-loved landmarks such as the Biltmore Hotel, Central Market, and the Bradbury Building. Before the walking tour begins, participants will have time to eat lunch in the area. Motorcoach transportation from the Century Plaza Hotel and Spa to Union Station included. Tour conducted by L.A. Conservancy, [www.laconservancy.org/](http://www.laconservancy.org/) Please see the tour registration form on page 47 to register. \$30

**[T] Union Station Walking Tour**

Explore the last great railway station built in America, an inspiring building combining the Spanish Colonial revival and Art Deco styles. The East portal area, added in 1993, and the Metropolitan Transit Authority Building are also included on this tour. Before touring Union Station, stroll to the historic Olvera Street area for lunch and browse through the merchants' stalls. Motorcoach transportation from the



Lick Pier, Ocean Park (now part of Santa Monica), CA, ca. 1926. Courtesy of the Seaver Center for Western History Research, Los Angeles County Museum of Natural History.

The Society of American Archivists would like to thank the following 2003 annual meeting sponsors and exhibitors:

**Sponsors:** (as of April 15, 2003)

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- |  |  |
|--|--|
| Academy of Certified Archivists            | KE Software  |
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| Hollinger Corporation                      | Tech Books   |
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- [S] 57. On Whose Terms? Usability Issues and Online Archival Access Systems
- [S] 58. Who Is in the Workplace Now? Diversity Reflected in Today's Archives
- [S] 59. Myth & Reality: Records of the RFK Assassination
- [S] 60. Archives Unplugged: Securing Financial Support for Archival Programs
- [S] 61W. Digital Preservation: Longevity, Image Quality, and Metadata
- [S] 62. Endless Summer: Documenting the Popular Image of Southern California
- [S] 63. Taking Center Stage: Issues of Access, Outreach, and Theater Archives
- [S] 64. Archivist As Producer
- [S] 65. Electronic Brains, Wired Faculty, and More: NHPRC Archival Research Fellows Report

3:00 p.m. – 5:00 p.m.

3:00 p.m. – 4:30 p.m.

- [S] 66. Volunteers in the Archives: New Perspectives, Creative Uses
- [S] 67. The Souls of Black Folk, Revisited
- [S] 68. The Online Archive of California: A Model for Integrating Access
- [S] 69. Improving Online Access to Original Materials: Current Research
- [S] 70. Archives Unplugged: Privacy and Confidentiality 101

4:30 p.m. – 6:00 p.m.

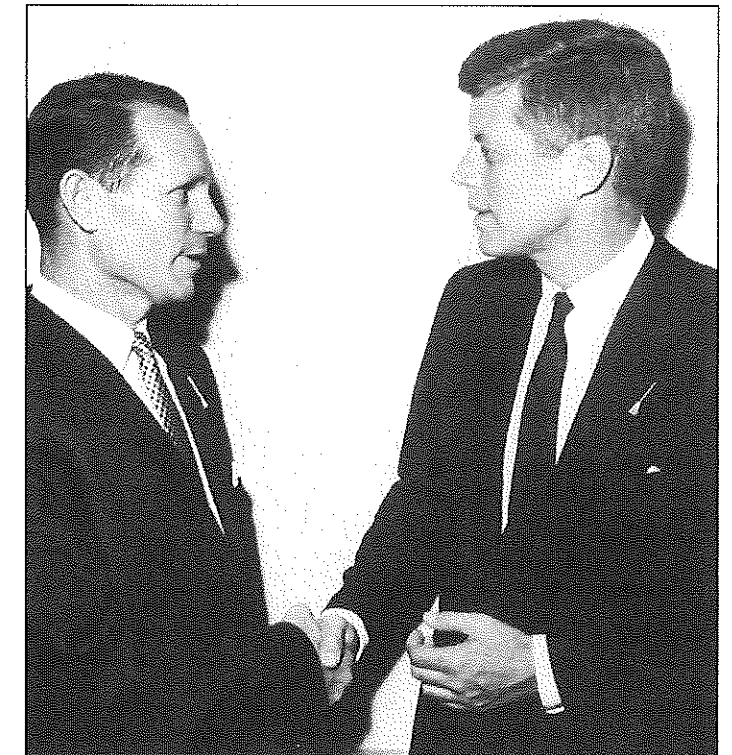
6:00 p.m. – 10:00 p.m.

**Sunday, August 24**

8:00 a.m. – Noon

9:00 a.m. – Noon

- [E] University of Michigan Reception
- [E] Reception at Santa Monica Pier Carousel
- [T] Street Art and Diversity: Murals of Los Angeles Tour
- [G] EAD Working Group



Anderson welcomes John F. Kennedy to the University of California for an address in 1962, 1962. Courtesy of the Glenn M. Anderson Manuscript Collection, CSUDH Archives and Special Collections.

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	[S] 37. A Life of Their Own: Theory, Methodology, and the Study of Documents in Context		[E] Permanent Digital Archives Liaison Roundtable (PDALR) Organizational Meeting
	[S] 38. Ethical Conflict in the Workplace and Personal Choices		[G] Visual Materials Cataloging and Access Roundtable
	[S] 39. Central Avenue: Archival and Eyewitness Accounts from Black Musicians	6:15 p.m. – 7:15 p.m.	[G] Women's Collections Roundtable
	[S] 40. Archives Unplugged: Basics of Records Management	8:00 p.m. – 9:00 p.m.	[E] SAA Annual Business Meeting
3:00 p.m. – 4:30 p.m.	[S] 41. Building the Foundations for Digital Preservation	9:30 p.m. – 11:00 p.m.	[E] Awards Ceremony/Cash Bar Reception
	[S] 42. Architecture of Fantasy: From Hollywood to Hearst to Home		[E] Spotlight on Archives: The Profession as Depicted on the Silver Screen
	[S] 43. Mission to Mars: The Documentary Journey of Observation and Exploration of the Red Planet		
	[S] 44. Film Treasures in American Archives: Dancers on Celluloid		
	[S] 45. Introducing NARA's Access to Archival Databases (AAD) Resource		
	[S] 46. Riding a New Archival Wave: International Cooperative Projects		
	[S] 47. From Daybooks of History to Film at Eleven: The Research Value and Use of Broadcast Journalism Collections		
	[S] 48. Spatial Relationships and Arrangement: Signposts on the Road to Original Order		
	[S] 49. All Together Now: Standardization in the Application of Encoded Archival Description (EAD)	8:00 a.m. – 9:30 a.m.	[G] Archival History Roundtable
	[S] 50. Archives Unplugged: Educational Programs, Publications, and Exhibitions		[G] Archives Management Roundtable
4:45 p.m. – 6:15 p.m.	[G] International Archival Affairs Roundtable		[G] Architectural Records Roundtable
	[G] Labor Roundtable		[G] Encoded Archival Description Roundtable
	[G] Lesbian and Gay Archives Roundtable		[G] Privacy and Confidentiality Roundtable
	[G] Local Government Records Roundtable		[G] Records Management Roundtable
	[G] Performing Arts Roundtable		[G] Science, Technology, and Health Care Roundtable
			[G] Women Archivists Roundtable
		10:00 a.m. – 11:30 a.m.	[S][E] Closing Plenary Session
		1:00 p.m. – 2:30 p.m.	[S] 51. Recertification: A Recognition of the Joint Mission of Archivists and Records Managers
			[S] 52. Documenting the Asian American Experience: Whose History Is It?
			[S] 53. Cultural Sensitivity and Intellectual Property in Anthropological Papers: Ethics and Access
			[S] 54. Reel Preservation
			[S] 55. Practical Approaches to Electronic Records Management
			[S] 56. No Project is Too Small: Using an RFP as a Model for Selecting Archival Vendors

**Saturday, August 23**

Century Plaza Hotel and Spa to Union Station included. Tour conducted by L.A. Conservancy, [www.laconservancy.org/](http://www.laconservancy.org/) Please see the tour registration form on page 47 to register. \$30

11:30 a.m. – 4:30 p.m.

[T] **Oscar Wilde, English Literature and Other Rare Books/Manuscripts Tour**  
The William Andrews Clark Memorial Library is part of the UCLA library system. It is a rare books and manuscripts collection, with particular strengths in English literature and history (1641-1800), Oscar Wilde, and fine printing. It stands thirteen miles off campus (about a half-hour drive), in the West Adams District of Los Angeles north of USC in a beautiful estate building finished in 1926. This tour will be of the library grounds and the special collections. Participants should plan to bring a bag lunch and beverage for a picnic on the estate grounds. Please see the tour registration form on page 47 to register. \$20

12:45 p.m. – 3:15 p.m.

[T] **Film Preservation Laboratory Tour**  
Film Technology Company, Inc., has restored thousands of motion pictures over its 30-year history. Subjects include turn-of-the-century Edison Films, features, newsreels, travelogues, kinescopes, amateur films and videos. This tour takes small groups to the various areas around the facility to see how film restoration is done at this company. There is also a small theatre where guests can view some of the restored films FTC has worked on and where there will be an opportunity for Q&A. This tour is also offered at 8:45 a.m. and 10:45 a.m. on Wednesday, August 20. Please see the tour registration form on page 47 to register. \$20

1:00 p.m. – 3:00 p.m.

[G] Awards Committee

[G] Museum Archives Section Working Meeting

[G] SAA/ARMA Joint Committee

1:00 p.m. – 4:00 p.m.

[G] Technical Subcommittee on Descriptive Standards

1:00 p.m. – 5:00 p.m.

[G] SAA Publications Board

1:00 p.m. – 5:30 p.m.

[T] **Getty Center Tour**  
This program and tour of selected areas of the J. Paul Getty Museum, the Getty Conservation Institute, and the Getty Research Institute is geared toward visual materials and museum archivists. It features presentations on cataloging metadata for visual materials, controlled vocabularies, digital repositories, archival issues related to images, and conservation of photographs and graphic materials. Areas visited will include the Photograph Conservation Laboratory, the Museum's Photography Department, and two departments of the Research Library: Special Collections and Conservation. Please see the tour registration form on page 47 to register. \$20

1:30 p.m. – 3:00 p.m.

[G] ALA/SAA Joint Committee

1:30 p.m. – 5:30 p.m.

[T] **Activism and Political Expression Tour**  
This tour will explore two institutions, Southern CA Library of Social Research and Center for the Study of Political Graphics, committed to peace and social justice by documenting and preserving the history of labor, women, communities of color, peace, civil liberties, civil rights, and other progressive movements in the Los Angeles area, nationally, and internationally. For more information on these institutions go to [www.socallib.org/index.html](http://www.socallib.org/index.html) and [www.politicalgraphics.org](http://www.politicalgraphics.org). Please see the tour registration form on page 47 to register. \$20

2:00 p.m. – 4:00 p.m.

[G] 2004 Program Committee Meeting

3:30 p.m. – 5:00 p.m.

[G] Membership Committee Meeting

4:00 p.m. – 5:00 p.m.

[G] 2003 Program Committee Meeting

4:30 p.m. – 5:30 p.m.

[E] SAA Student Mixer  
All students are invited to attend this informal social event.

5:30 p.m. – 6:30 p.m.

[E] **Forum on SAA's Continuing Education Program**  
In January, Council appointed a task force to develop a strategic plan and working guidelines for the SAA Education Office. This forum seeks input from SAA members on curricular content, venues, and other topics related to SAA's Continuing Education program.

5:00 p.m. – 10:00 p.m.

[E] **Shuttle Buses to Area Dining and Entertainment/Gourmet Night Signup**  
Los Angeles, known for its diverse neighborhoods, offers something for everyone including fine dining, hip restaurants, ethnic foods, pubs, shopping, nightlife, and more. Experience Los Angeles cuisine and area nightlife on your own or with a group organized by the 2003 Host Committee. Restaurant lists and Gourmet Night signup sheets will be available at the Host Committee desk on Wednesday, August 20. Dining options and descriptions of the Gourmet Night restaurants can also be found online at [www.archivists.org/conference/la2003.asp](http://www.archivists.org/conference/la2003.asp). Shuttle buses will be available to transport you to a few of L.A.'s most happening areas: Beverly Hills/West Hollywood, Santa Monica, and Westwood. Please see the registration form on page 43 to reserve your seat on the shuttle bus.

**Thursday, August 21**

7:15 a.m. – 8:00 a.m.

[E] **Breakfast With the President — New Member Orientation**  
Learn more about SAA and how to make the most of your annual meeting week. Meet SAA President Peter Hirtle along with other members of SAA Council and the Membership Committee. New members and first-time annual meeting attendees are encouraged to attend. Coffee and danish will be served. Sponsored by Metal Edge, Inc.

8:00 a.m. – 10:00 a.m.

[G] **Archivists of Religious Collections Section**  
This meeting will include a program on grant funding for nonprofits, in addition to regular business issues and committee reports.

ICON KEY: [T] Tape [A] Archives Unplugged [G] SAA Group [T] Tour [P] Pre-Conference Workshop [S] Session [E] Special Event

**[G] Business Archives Section**

The meeting will include a discussion of issues relating to corporate archives and business records. A discussion about a revision of the section's mission statement and goals will take place and the theme for next year's colloquium and reception will be discussed.

**[G] College and University Archives Section**

The meeting will include a panel presentation entitled "Getting It Going and Keeping It Going: Records Management Programs at Colleges and Universities" chaired by Tom Rosko (MIT) with speakers, Tim Pyatt (Duke University) and Chuck Piotrowski (University of California, Santa Cruz). A new vice-chair will be elected and a discussion of section projects will take place.

**[G] Government Records Section**

This meeting will include a presentation, "Using Government Archives to Celebrate the Lewis & Clark Bicentennial," which will examine the practical ways that historical records are being — or will be — used during the Lewis & Clark Bicentennial for exhibits, online presentations, cooperative ventures, grant opportunities, education, and more. This presentation will be preceded by Section reports and the nomination and election of new steering committee members, including the vice-chair/chair-elect.

**[G] Manuscript Repositories Section**

This meeting will include an informative program on the USA PATRIOT Act since with its passage, many new questions have been raised about how to comply with the new law as well as how the act relates to current state and local privacy laws. Speakers will explore what the passage of the act means for manuscript repositories; new ways to look at not only the records we keep, but also the content of the materials that we collect; and what is the best course in preparing for the knock on the door. In addition, officers will be elected and 2004 annual meeting session proposals will be discussed.

**[G] Museum Archives Section**

This meeting will begin with networking time for the first thirty minutes. Closure on old business items, updates on continuing efforts and discussion of potential future events and projects will follow. Agenda

items can be proposed to the section chair beforehand, and the agenda will be distributed on the Museum Archives listserv prior to the meeting.

**9:00 a.m. – Noon**

**ACA Item-Writing Workshop**

**10:00 a.m. – 5:00 p.m.**

**[E] The International Archives and Information Technology Exposition**

Learn more about what's new in archival products and services by meeting with nearly forty vendors. Stop by the SAA publications booth to peruse, preview, or purchase the latest resources for professionals. SAA committees, sections, and roundtables, as well as international, local, state, and regional archival associations will hold office hours in the hall. Be sure to visit the student poster sessions located in the exhibit hall while enjoying a complimentary cup of coffee during selected hours.

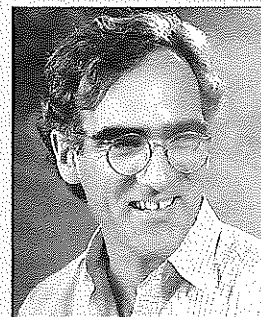
**10:45 a.m. – Noon**

**[S][E] Opening Plenary Session**

Welcome to the SAA 67th annual meeting. SAA President Peter Hirtle will deliver his presidential address and the 2003 Host and Program Committee chairs will share their insights on developing the content and activities of this year's annual meeting. Following these opening remarks, Paul Duguid will address the issues reflected in the book he co-authored with John Seely Brown, *The Social Life of Information*. Duguid currently holds positions as part-time visiting professor at Copenhagen Business School, Department of Organisational and Industrial Sociology, and as a research specialist in Social and Cultural Studies in Education at the University of California, Berkeley. In spring 2003, he will be a *maitre de recherche* at the *École Polytechnique* in Paris. From 1989 to 2001 he was a consultant at the Xerox Palo Alto Research Center. Prior to that he was a member of the Institute for Research on Learning. More information about Duguid and *The Social Life of Information* can be found at [www.slofi.com](http://www.slofi.com).



Peter B. Hirtle  
SAA President



Paul Duguid  
Plenary Speaker



Sara "Sue" Hodson  
2003 Host Committee  
Co-chair



Luke J. Swetland  
2003 Host Committee  
Co-chair



Michael J. Fox  
2003 Program Committee  
Co-chair



Janice E. Ruth  
2003 Program Committee  
Co-chair

5:15 p.m. – 6:45 p.m.

5:30 p.m. – 7:00 p.m.

7:30 p.m. – 10:00 p.m.

**Friday, August 22**

7:00 a.m. – 8:00 a.m.

8:00 a.m. – 10:00 a.m.

10:00 a.m. – 10:30 a.m.

10:00 a.m. – 3:00 p.m.

18. Going Through the Stages: From Model to Practice with the Open Archival Information System (OAIS)

19. Demystifying EAD: Simple Encoding Solutions for the Layperson

20. Archives Unplugged: Security

Archivists and Archives of Color Roundtable

Archival Educators Roundtable

Congressional Papers Roundtable

Lone Arrangers Roundtable

MicroMARC Users Roundtable

Recorded Sound Roundtable

RLG Users Roundtable

Security Roundtable

Progressive Archivists Caucus Meeting

University of Texas Round Up

UCLA Student Chapter Reception

The Getty Center Reception

SAA Key Contact Breakfast

American Archivist Forum

Acquisitions and Appraisal Section

Description Section

Electronic Records Section

Oral History Section

Preservation Section

Reference, Access, and Outreach Section

Visual Materials Section

Mentor/Mentee Coffee Talk

The International Archives and Information Technology Exposition

10:30 a.m. – 11:30 a.m.

10:30 a.m. – Noon

Noon – 1:30 p.m.

1:00 p.m. – 2:30 p.m.

21SF: Eighteenth-Century Documents and Twenty-first-Century Technology: Preserving the Charters of Freedom

22. Documenting Disease

23. The Commercial Value of History: The *Antiques Roadshow*, eBay, and What It Means for Archives

24. Lights, Camera...WHERE? Film & Television Collections Beyond Hollywood

25. Truth and Consequences: Experiences Offering Online Access to Digital Data Records

26. It Takes a Consortium: Pooling Resources to Improve Archival Education

27. A Model for Digital Audio Preservation and Distribution: The Arhoolie Foundation Strachwitz Frontera Collection

28SR. Ethical Considerations of Acquisitions (Limited Enrollment)

29. Interoperability: The Possibilities of Us All Getting Along

30. Archives Unplugged: Making Oral History Work for You

ACA Annual Meeting and Luncheon

31. Preservation Needs Assessments: National, State, and Institutional Efforts

32. Filling in the Margins: Documenting Extreme Social History

33. How to Integrate Archival Practices with Functional Records Management

34. Saving Silverman: The History and Use of Motion Picture Collections

35. The PERM Project: Standards and Tools for Preserving Electronic Records

36. Archival Reference in the 21st Century: Moving from Theory to Practice



- 1:30 p.m. – 5:30 p.m. **T** Activism and Political Expression Tour
- 2:00 p.m. – 4:00 p.m. **G** 2004 Program Committee Meeting
- 3:30 p.m. – 5:00 p.m. **G** Membership Committee Meeting
- 4:00 p.m. – 5:00 p.m. **G** 2003 Program Committee Meeting
- 4:30 p.m. – 5:30 p.m. **E** SAA Student Mixer
- 5:30 p.m. – 6:30 p.m. **E** Forum on SAA's Continuing Education Program
- 5:00 p.m. – 10:00 p.m. **E** Shuttle Buses to Area Dining and Entertainment

**Thursday, August 21**

- 7:15 a.m. – 8:00 a.m. Breakfast With the President – New Member Orientation
- 8:00 a.m. – 10:00 a.m. **G** Archivists of Religious Collections Section  
**G** Business Archives Section  
**G** College and University Archives Section  
**G** Government Records Section  
**G** Manuscript Repositories Section  
**G** Museum Archives Section
- 9:00 a.m. – Noon ACA Item-Writing Workshop
- 10:00 a.m. – 5:00 p.m. **E** The International Archives and Information Technology Exposition
- 10:45 a.m. – Noon **S****E** Opening Plenary Session
- Noon – 1:30 p.m. **E** SAA Student Forum  
**E** Women's Caucus
- 12:15 p.m.- 5:30 p.m. **T** Warner Brothers VIP Studios Tour
- 12:30 p.m. – 1:30 p.m. **E** Archival Association Leadership Meeting
- 12:30 p.m. – 6:00 p.m. **T** Religious Architecture Tour
- 1:30 p.m. – 3:00 p.m. **S** 1. Archivists' Guide To Job Hunting and Career Development

3:30 p.m.– 5:00 p.m.

- S** 2. Approaches to Processing: Finding Time and Funding
- S** 3. Lost At Sea: Navigating the Choppy Waters of Copyright Legislation
- S** 4. Extending Traditional Accessioning, Description, and Reference for Contemporary Pictures from September 11th
- S** 5. NARA's Experience with the E-mail from the Executive Office of the President
- S** 6. Linguistic Diversity and Archives
- S** 7. The 125th Anniversary of Recorded Sound: A Look at the Past, Present, and WAVs of the Future
- S** 8. National Commemorations and Archival Outreach Strategies: Planning for the 50th Anniversary of the *Brown v. Board of Education of Topeka, Kansas et al.* Supreme Court Case
- S** 9. EAD Research: Diffusion, Implementation, and Living with Encoded Archival Description (EAD)
- S** 10. Archives Unplugged: Fundamentals of Moving Image Archives
- S** 11. Models for Archival Cooperation
- S** 12. Documenting Rosie: Archival Sources for the Study of Women and the Home Front During World War II
- S** 13. To Have But Not to Hold: Issues of Institutional and Private Ownership of E-mail Records
- S** 14. Diversity on the Screen: Preserving the Moving Images of Asian-American, Latino, and African-American Communities
- S** 15. Implementing Electronic Records Archives Today Using Available Technology
- S** 16. New Sources for Archival Project Funding
- S** 17. Graduate Student Papers Session

**Noon – 1:30 p.m.**

**E** **SAA Student Forum**  
All students, student advisors, student chapter leaders and other interested individuals are encouraged to attend the third annual SAA Student Forum. Elizabeth Adkins, SAA treasurer and the Council liaison to Student Chapters, will provide a report from Council and will be available to answer questions and concerns. Scott Schwartz, chair of SAA's Membership Committee, will provide a progress report on efforts to raise funds toward an SAA student scholarship. Feedback from the latest student chapter survey will be presented. The group will discuss the ideas raised at last year's meeting for ways to improve communications between students, student chapters and SAA leadership. Student chapter representatives will present brief activity reports and share ideas for chapter program activities. And, students will get the opportunity to meet and network with one another, as well as with SAA leaders.

**E** **Women's Caucus**  
The Women's Caucus is an open forum for annual meeting attendees to discuss subjects of interest to women. Bring your lunch and share your thoughts on topics such as gender balance among SAA Fellows, annual meeting sessions of interest to women, mentoring, and current issues. There will also be reports from the Women's Collections Roundtable and the Women Archivists Roundtable. For more information, contact Tanya Zanish-Belcher at [tzanish@iastate.edu](mailto:tzanish@iastate.edu).

**12:15 p.m. – 5:30 p.m.**

**T** **Warner Brothers VIP Studios Tour**  
This tour is an entertaining and informative behind-the-scenes look at a working movie and television studio. Visitors learn about the many facets of contemporary production, observing actual filming whenever possible and seeing entertainment history come alive. The two-hour, fifteen-minute tour begins at the Visitors Center, where guests watch a short film familiarizing them with Warner Brothers's rich history. Next visitors may have the opportunity to go to the WB Museum, where the costumes, props and correspondence on display highlight the company's 75-year history. Following this, tour guides lead the guests in small groups through various back lot sets, soundstages and craft/production shops — routes change from day-to-day to accommodate production

on the lot, so no two tours are exactly alike. Learn more about Warner Brothers Studio at [wbsf.warnerbros.com/home.html](http://wbsf.warnerbros.com/home.html). Prior to the tour, participants will have time for lunch at the commissary. Please see the tour registration form on page 47 to register. \$36

**12:30 p.m. – 1:30 p.m.**

**E** **Archival Association Leadership Meeting**  
All archival association leaders are invited to attend this meeting to discuss areas of mutual interest and are encouraged to bring a "brown bag" lunch.

**12:30 p.m. – 6:00 p.m.**

**T** **Religious Architecture Tour**  
This tour will include visits to three of Los Angeles's distinctive religious structures. The newest of these is the recently opened Cathedral of Our Lady of the Angels, [www.olacathedral.org](http://www.olacathedral.org), in downtown Los Angeles. Other sites include the Crenshaw Christian Center just south of downtown Los Angeles and its Faith Dome housed in a geodesic dome, [www.faithdome.org/fhi-bandwidth](http://www.faithdome.org/fhi-bandwidth), and the Wat Thai Buddhist Temple, [www.thai-la.com/temple.html](http://www.thai-la.com/temple.html), in North Hollywood. Please see the tour registration form on page 47 to register. \$25

**1:30 p.m. – 3:00 p.m.**

**S****G** **1. Archivists' Guide To Job Hunting and Career Development**  
Meg Phillips, Chair  
*National Archives and Records Administration*

Jane Rosario  
*University of California, Berkeley*  
"Resume Advice for Entry-Level Archivists"

Gabrielle Blais  
*National Archives of Canada*  
"Putting Your Best Foot Forward and In the Right Door"

Elizabeth Yakel  
*University of Michigan*  
"Archival Careers as Repositories of Knowledge"

Many entry-level archivists approach their first job search with confusion and anxiety. Many mid-career archivists wonder where their careers could take them. Here are three experienced archivists, ready to share their insights into job hunting and career development. While two speakers will provide valuable information about landing

**THE **G** ICON MEANS THAT A SESSION WILL BE TAPED UNLESS SPEAKERS INDICATE OTHERWISE. TAPES CAN BE ORDERED DURING AND AFTER THE MEETING.**

an archival job, the third will provide a perspective on the possible career trajectories of archivists and manuscript curators, including how these have changed over time.

**S****G** **2. Approaches to Processing: Finding Time and Funding**  
Kristine Kaske, Chair  
*National Air and Space Museum*

Jean Marie Deken  
*Stanford University*  
"Whither Processing? An Incremental Approach"

R. Joseph Anderson  
*American Institute of Physics*  
"The View from AIP: Catalyzing Processing with Targeted Grants"

Peter Harper  
*University of Bath*  
"Processing Collections at the National Cataloging Unit for the Archives of Contemporary Science (NCUACS): History, Funding, Achievements"

Most archival repositories struggle to fund processing and to find time to cope with processing backlogs. Archives' proposals for processing assistance often do not receive priority within their own organizations. Those that are internally successful then must face a highly competitive external funding environment. Presenters in this session will discuss coping strategies adopted by repositories and incentives provided by external organizations to effect the prompt initiation and successful completion of processing projects.

**S****G** **3. Lost At Sea: Navigating the Choppy Waters of Copyright Legislation**  
Jodi Allison-Bunnell, Chair  
*The University of Montana-Missoula*

Heather Briston  
*University of Oregon*  
"Which Way to the Lifeboats?: Copyright, Archives, and Unpublished Material After *Eldred*"

Tyler Ochoa  
*Whittier Law School*  
"Recent Developments in Copyright Law"

**ICON KEY:** **G** Tape **S** Archives Unplugged **G** SAA Group **T** Tour **P** Pre-Conference Workshop **S** Session **E** Special Event

Omar Ahmad  
Media Consultant  
"New Media: New Challenges"

For the past twenty years, copyright owners have mounted a concerted attack on the concept of public domain and fair use. This session explores recent copyright legislation and the *Eldred v. Ashcroft* Supreme Court case, which have a profound impact on archivists. A law professor explains recent developments in copyright law. An archivist provides a perspective on unpublished materials in light of recent events. A media consultant chronicles the developments in copyright challenges from a new media perspective.

**[S][G]** 4. Extending Traditional Accessioning, Description, and Reference for Contemporary Pictures from September 11th

James Eason, Chair  
University of California, Berkeley

Brett Carnell  
Library of Congress  
"Appraisal and Accessioning"

Mary Mundy  
Library of Congress  
"Extending Graphic Materials Cataloging Rules to Describe Born-Digital and Computer-Generated Media"

Mary Ison  
Library of Congress  
"Rights and Access Issues"

Three speakers will address the management of pictures acquired for the Library of Congress exhibition "Witness and Response: September 11 Acquisitions." Rapid intake and processing of these materials highlighted many issues related to contemporary computer-generated images. Speakers will offer practical advice on accessioning, cataloging, and resolving rights issues for photographs as well as comic book illustrations, editorial cartoons, and posters. Audience feedback will be sought to develop further digital library practices for pictorial materials.

**[S]** 5. NARA's Experience with the E-mail from the Executive Office of the President

Bruce Ambacher, Chair  
National Archives and Records Administration

Jason Baron  
National Archives and Records Administration  
"NARA's E-mail: Legal Issues and Practical Conundrums"

Greg LaMotta  
National Archives and Records Administration  
"An Examination of the Content of the EOP Federal E-mail, November 1992-July 1994"

Beth Fidler  
National Archives and Records Administration  
"Processing Presidential and Vice Presidential E-mail of the Clinton Administration Pursuant to Special Access Requests"

All institutions face the challenges of electronic mail — volume, records management, appraisal, preservation, discovery, and privacy, access and use. For the past decade the National Archives and Records Administration has been addressing these issues with the federal and presidential e-mail collections from the Reagan, Bush, and Clinton administrations. The speakers will share NARA's experiences with legal issues; preservation problems related to their volume, structure, and content (including content analysis); access concerns; and preparations for eventual general research use.

**[S][G]** 6. Linguistic Diversity and Archives

Rose Roberto, Chair  
Jet Propulsion Laboratory

Peter Ladefoged, Commentator  
University of California, Los Angeles

Murtha Baca  
The Getty Research Institute  
"Making Sense of the Tower of Babel: Issues and Challenges in Multilingual Equivalency Work"

Brian Doyle  
Northeastern Illinois University/Society of American Archivists  
"Read ASCII or Die! Linguistic Documentation and Non-Roman Orthographies."

Elizabeth Konzak  
University of Michigan  
"Silent Voices Speak: Uses of Archival Materials in Language Revitalization"

Americans often think of diversity in terms of racial politics. However, diversity also refers to different cultures and languages. Studies estimate that more than

half of the world's 6,500 languages may become extinct before 2100, and without an appropriate context, certain records documenting culturally and linguistically different groups may be misunderstood or incorrectly interpreted, even if they manage to be preserved. This session examines access to linguistically diverse material, addressing issues in oral history, electronic record-keeping, and the need for accurate metadata.

**[S][G]** 7. The 125th Anniversary of Recorded Sound: A Look at the Past, Present, and WAVs of the Future  
Nathan Georgitis, Chair

Louise Spear  
GRAMMY Foundation  
"125 Years of Recorded Sound: A Challenge for Archives in the 21st Century"

David Seubert  
University of California, Santa Barbara  
"Audio Archives in Transition"

Sam Brylawski  
Library of Congress  
"The National Audio-Visual Conservation Center"

In celebration of the 125th anniversary of recorded sound, this session will explore the past, present, and future of recorded sound in American archives. It will review how past technologies have influenced the creation and content of historical recordings; discuss the challenges archivists face in negotiating the transition between analog and digital formats and related preservation strategies; and consider the future paradigm of the recorded sound archive as represented by the Library of Congress National Audio-Visual Conservation Center.

**[S][G]** 8. National Commemorations and Archival Outreach Strategies: Planning for the 50th Anniversary of the *Brown v. Board of Education of Topeka, Kansas et al.* Supreme Court Case

Deborah L. Dandridge, Chair  
University of Kansas

Cheryl Brown Henderson  
Brown Foundation  
"Slaying the Media Myths of *Brown* by Using Archives"

**Sunday, August 17**

8:00 a.m. – 3:00 p.m. **[G]** Ethics Committee  
8:00 a.m. – 4:00 p.m. **[G]** Committee on Education and Professional Development  
**[T]** Roughing It In Yosemite National Park (Three-Day Tour)

**Monday, August 18**

8:00 a.m. – 5:30 p.m. **[E]** Business Archives Colloquium - Globalization and the Records of Multinational/Global Companies  
9:00 a.m. - 5:00 p.m. **[P]** Oral History: From Planning to Preservation  
8:15 a.m. – 12:15 p.m. **[T]** Film Scholarship Tour  
**[P]** Style Sheets: Delivering Your Finding Aids on the Web  
8:30 a.m. – 1:00 p.m. ACA Exam  
**[P]** NEW! Grant Proposal Writing  
8:45 a.m. – 11:15 a.m. **[T]** Film Preservation Laboratory Tour  
**[P]** NEW! Real World Reference: Moving Beyond Theory  
9:00 a.m. – 4:00 p.m. **[G]** ACA Board Meeting  
9:00 a.m. - 4:30 p.m. **[E]** Copyright in A Digital World Symposium  
**[P]** Archival Perspectives in Digital Preservation  
9:00 a.m. – 5:30 p.m. **[T]** Pasadena Architectural and Huntington Library Stroll  
**[P]** EXPANDED! Copyright: The Archivist and the Law

**Tuesday, August 19**

8:00 a.m. – 5:00 p.m. **[T]** Centers of Diverse History Tour  
8:30 a.m. – 5:00 p.m. SAA Council Meeting  
9:00 a.m. – 5:00 p.m. **[P]** Style Sheets (Continued from Monday)  
10:00 a.m. – Noon **[G]** Standards Committee  
**[P]** Archival Perspectives In Digital Preservation (Continued from Monday)  
10:45 a.m. – 1:15 p.m. **[T]** Film Preservation Laboratory Tour  
**[P]** Copyright: The Archivist and the Law (Continued from Monday)  
11:30 a.m. – 4:30 p.m. **[T]** Pershing Square Landmarks Walking Tour  
**[P]** Advanced Techniques for American Genealogical Research  
**[T]** Union Station Walking Tour  
**[P]** Security in Archives & Manuscript Repositories  
12:45 p.m. – 3:15 p.m. **[T]** Oscar Wilde, English Literature and Other Rare Books/Manuscripts Tour  
**[P]** Preservation Management of Machine-Based Audiovisual Collections  
**[T]** Film Preservation Laboratory Tour  
**[P]** NEW! Ethical Problem Solving  
1:00 p.m. – 3:00 p.m. **[G]** Awards Committee  
**[G]** Museum Archives Section Working Meeting  
**[G]** SAA/ARMA Joint Committee  
12:30 p.m. – 4:30 p.m. **[T]** Historic Movie Studios Tour  
1:00 p.m. – 4:00 p.m. **[G]** Technical Subcommittee on Descriptive Standards  
1:00 p.m. – 5:00 p.m. **[G]** SAA Publications Board  
1:00 p.m. – 5:30 p.m. **[T]** Getty Center Tour  
1:00 p.m. – 3:00 p.m. **[G]** ALA/SAA Joint Committee  
8:00 a.m. – Noon **[G]** American Archivist Editorial Board

**Wednesday, August 20**

7:45 a.m. – 11:45 a.m. **[T]** Street Art and Diversity: Murals of Los Angeles Tour  
8:00 a.m. – Noon **[G]** American Archivist Editorial Board

Hollywood movie bosses, and higher education institutions. Ironically, the new governor, Frank Merriam, signed several bills that brought the mostly conservative California into conformity with the federal New Deal policies and procedures.

With the onset of World War II, mass unemployment of the 1930s was replaced with a desperate shortage of labor. Aircraft manufacturing plants and shipyards in California drew people from every part of the country, and provided incentives such as high wages, on-the-job training, medical plans, and exemption from the draft by virtue of employment in an essential war industry. Women and minorities now had new opportunities, but socioeconomic tensions pervaded the workplace as well as the workers' home communities, and would continue to affect California significantly after the war.

During the 1950s and 1960s, the aerospace industry thrived and grew, mostly financed by the federal government. Los Angeles became one of the most populous American cities, seemingly overnight. Four of America's leading aircraft producers — Douglas, Lockheed, North American, and Northrop — had their main plants in Los Angeles, which continually expanded and supplied U.S. involvement in Korea and Vietnam. In 1969, however, federal spending was cut and the economy took a turn for the worse. The country experienced high inflation and a large recession, but the impact hit especially hard in California where so much of the manufacturing industry depended on federal spending.

A vast network of freeways began to overtake the local landscape, inspired partly by a decline in public transit users, but primarily by active lobbying from oil, gas, and the emerging automobile industry. Angelinos, savoring the privilege of driving throughout the sprawling metropolis in their private cars, repeatedly voted against subsidized public rapid transit systems for urban centers, since many of the more affluent citizens fled to suburban neighborhoods.



Musicians on the Torres-Martinez reservation, ca. 1910. Courtesy of The Huntington Library.

Immigrants from countries south of the border and blacks from the rural south continued to arrive in California from the 1950s onward, and, echoing the demographics of all large American cities, they and their families have become the primary residents of L.A.'s "inner city." These neighborhoods are beset with problems ranging from violent crime to under-funded schools to lack of employment opportunities. In the reform movements of the 1960s and '70s, local efforts, like those in the nation at large, yielded some progress along with large measures of disappointment. Both the 1965 Watts riots and the L.A. riots in 1992 were triggered by the arrest and brutal treatment of black motorists by white officers.

Eight years after the Watts riots, L.A.'s first black mayor, Tom Bradley, was elected by a coalition of blacks, Hispanics, and Westside Jewish communities, and he served for 20 years from 1973–1993. The triumph of these traditionally marginalized groups inspired others, such as women, gays, and other immigrants, such as Asians and Middle Easterners, to be more active politically in recent years. Throughout California's history, but in increasing numbers in the latter decades of the 20th century, people from all corners of the earth have migrated to California. Their presence continues to enrich life in the entire state.

Today, Los Angeles stands as a major force in the Pacific Rim, characterized by a thriving economy larger than that of many of the world's nations, an easy lifestyle that entices visitors and residents alike to savor its many attractions, and a lively and exciting cultural environment that surprises many habitual detractors of the city. The city will no doubt continue to amuse and captivate the rest of the nation and the world, with its reputation for the crazy and outrageous, with its show business atmosphere, and with such entertaining sideshows as the O.J. Simpson trial and the Winona Ryder shoplifting case. But, Los Angeles is now recognized as a city in the forefront of the nation and the world, by virtue of its size, its eye to the future, and the diversity of both its population and its vision.

The metaphor for this diversity is no longer an image of the 19th-century "melting pot," but of an elegant tapestry, symbolically fusing a variety of communities, yet allowing them to maintain their distinct characteristics. Los Angeles embodies this metaphor, combining old and new, and shades of every color, creed, and lifestyle. Los Angeles reflects the beautiful, the violent, the grand, the minute, the great, the mediocre and the talented; it is a microcosm of America.

We welcome you to the City of Angels and we hope you will be captivated by its complexities and attractions.

Clifford L. Muse, Jr.  
Howard University  
"Brown v. Board of Education of Topeka: The Howard University Connection"

Brenda B. Square  
Amistad Research Center  
"Archival Outreach at the Amistad Research Center and the Brown Decision"

In May 2004, the nation will celebrate the fiftieth anniversary of the seminal U.S. Supreme Court case, *Brown v. Board of Education of Topeka, Kansas et al.*, which held that racial segregation in the public schools was unconstitutional. This session will suggest strategies for archival outreach that can be applied to this and other national commemorations. Two archivists will discuss activities planned at their respective institutions, and a daughter of Oliver L. Brown will address the role of archives in documenting the experiences of the case's plaintiffs.

**S&A 9. EAD Research: Diffusion, Implementation, and Living with Encoded Archival Description (EAD)**  
Daniel Pitti, Chair  
University of Virginia

Gina L. B. Minks  
University of Tulsa  
"Reengineering Finding Aids: EAD & Jumping on the Description Choo Choo"

Ji-Hyun Kim  
University of Michigan  
"EAD Diffusion: Innovation or Indecision"

Katherine M. Wisser  
North Carolina State University  
and

Joshua McKim  
Duke University  
"Back From the Front: Lessons Learned From Roving EAD Instructors in North Carolina" (joint paper)

The strength of the Encoded Archival Description (EAD) standard grows as more archives move toward having a critical mass of finding aids encoded. Session participants will present research from two national surveys as well as feedback from academic, public, and museum archivists concerning barriers and difficulties with EAD adoption and implementation such as the challenges and successes faced by varying levels of computer and archival knowledge, implementation strategies, and the reengineering of finding aids.

**S&A 10. Archives Unplugged: Fundamentals of Moving Image Archives**

Alan Lewis, Instructor  
National Archives and Records Administration

If you're considering a career switch to a moving image archives or are just curious about the field, this overview by an audiovisual expert with twenty-five years of experience is just the ticket. Lewis will identify the types of institutions that hold moving image materials and briefly explain how moving image archivists appraise, accession, describe, preserve, and provide access to their collections. He will also provide information about professional training opportunities available in the field.

3:30 p.m. – 5:00 p.m.

**S&A 11. Models for Archival Cooperation**  
Glenn R. Gray, Chair  
California State University, Fresno

Robert Sink  
Center for Jewish History  
"The Center for Jewish History as Model"

Chuck Wilson  
University of California, Los Angeles  
"The California Political Papers Consortium: A Work in Progress"

Brenda Banks  
Georgia Department of Archives and History  
"The Historically Black Colleges and Universities Project as Model"



Employees of the all-female JPL Computing Section appeared in the February 1953 issue of *Lab-Oratory*, the JPL employee newspaper. During the 1940s and 1950s, JPL used the word "computer" to refer to a person, rather than a machine. Courtesy of NASA/JPL/Caltech.

Three potential models for cooperative archival efforts will be described and evaluated. The speakers will discuss long-term achievements (both anticipated and unanticipated), the strengths and weaknesses of each model, and side benefits such as improved access, better communication, higher visibility, and greater legitimacy. The session will seek to present evidence to guide other repositories that are considering cooperative possibilities in the future.

**S&A 12. Documenting Rosie: Archival Sources for the Study of Women and the Home Front During World War II**  
Fernanda Perrone, Chair  
Rutgers University

Donna Graves  
Rosie the Riveter Memorial  
"Revising/Revealing Rosie the Riveter"

Barbara Orbach Natanson  
Library of Congress  
"Only Rosie Pictures? Government-sponsored Documentation of Women on the World War II Home Front — Then and Now"

Thomas J. Frusciano  
Rutgers University  
"A Truly Cooperative Effort: New Jersey College for Women and the War Effort as Documented in the Rutgers Oral History Archives of World War II"

As the World War II generation ages, archivists strive to identify, acquire, and preserve the record of its experience. This

session focuses on projects documenting women's home front activities. A consultant who has used archives extensively in developing a new national park will assess the strengths and weaknesses of the existing sources. A librarian will examine how government-sponsored projects sixty years apart have documented women, and an archivist will discuss a collaborative alumnae-based oral history project that may provide a model for others.

**[S][G]** 13. To Have But Not to Hold: Issues of Institutional and Private Ownership of E-mail Records

Aaron D. Purcell, Chair  
University of Tennessee

Helen Tibbo  
University of North Carolina  
"Managing the Digital University Desktop"

William Morison  
University of Louisville  
"Private' E-Mails and Prying Eyes"

Paul Lasewicz  
IBM Corporation  
"Feet on the Street: A Case Study in the Tangible Realities of Electronic Appraisal"

University and corporate employees create and receive thousands of e-mails during the course of business. Ownership of these messages remains unclear, and they often fall outside the review of archivists. Increasingly these electronic communications are sought by the media and litigants, with archivists often serving as mediators. Speakers in this session will discuss their research on email usage, their duties as email consultants, and their responsibilities as archivists under public records and Freedom of Information Act (FOIA) legislation.

**[S][G]** 14. Diversity on the Screen: Preserving the Moving Images of Asian-American, Latino, and African-American Communities

Sarah Ziebell Mann, Chair and Commentator  
University of California, Berkeley  
"Diversity in the Archive: Mining the Pacific Film Archive Collection for African-American Images"

Karen Ishizuka  
Japanese American National Museum  
"Homemade Movies: Preservation and the Agency of Display"

Chon A. Noriega  
University of California, Los Angeles  
"Orphans of Modernism: The Chicano Cinema Recovery Project"

This session examines approaches to identifying and making accessible vital film and television records created by, for, and about American minority communities. Sarah Ziebell Mann will examine the astounding depth and breadth of works relating to African Americans available within the Pacific Film Archive. Karen Ishizuka will discuss the Japanese American National Museum's emphasis on preserving and presenting home movies. Chon Noriega will introduce UCLA's Chicano Cinema Recovery Project, which seeks to identify, preserve, and make accessible Chicano films.

**[S][G]** 15. Implementing Electronic Records Archives Today Using Available Technology

Kris Kobialka, Chair  
Global Electronic Records Association (GERA)

Rich Lysakowski  
Collaborative Electronic Notebook Systems Association  
"Strategies, Standards, Technologies, Alternatives, and Tradeoffs for Implementing Electronic Records Archives Programs Today"

Justine Heazlewood  
Public Record Office Victoria  
"The Victoria Electronic Records Strategy (VERS)"

Melonie Warfel  
Adobe Systems, Inc.  
"The ISO PDF/Archive Standard and Tools for Long-term Electronic Records Preservation and Access"

Fully electronic records archives are now possible in public and private sectors. The Public Record Office of Victoria, Australia, has designed, built, and certified systems to last at least one hundred years. The speakers will discuss VERS and other successful projects, comparing strategies and criteria for using experts, sustainable technologies, and available standards. The ISO PDF/Archive Standard for long-term electronic records preservation and access will be covered, along with alternatives and tradeoffs such as XML, PDF, TIFF, PNG, and ASCII.

**[S][G]** 16. New Sources for Archival Project Funding

Diane Vogt-O'Connor, Leader  
National Archives and Records Administration

Joyce Ray  
Institute of Museum and Library Services

Bruce Compton  
Pew Charitable Trusts

Lawrence E. Brandt  
National Science Foundation

Cheryl Mollicone  
The Grammy Foundation

This panel addresses a crucial issue for archivists — the lack of resources to do the arrangement, description, preservation, outreach, and access work we want to undertake. Learn some simple strategies for approaching funding sources other than the "usual suspects." Representatives from various funding agencies and foundations describe how archivists might best approach funding sources for individual and institutional support. The intended audience is any archivist who has more clever ideas and potential projects than funding.

**[S][G]** 17. Graduate Student Papers Session

Elizabeth W. Adkins, Chair  
Ford Motor Company

Deborah A. Torres  
University of Michigan  
"Family Photographs as Material Culture"

Linda A. Whitaker  
University of Arizona  
"Notes from the Field: What the Manual Won't Tell You about Processing Senate Papers"

Christian Higgins  
University of North Carolina at Chapel Hill  
"Where are the Archives in 'Digital Asset Management'? Assessing Current Preservation Efforts for Corporate Sound Recording Archives"

The first presenter will argue that archivists should think beyond the terminology of art, non-art, or even family art when classifying family photographs and adopt the perspective that family photography functions as "material culture." The second will discuss the lessons learned and methodologies used to process senatorial papers. Using the music industry as a case study, the third presenter will explore the

On September 4, 1781, Captain Rivera y Moncada led *Pobladores* — a group of 12 families — to an area he named *El Pueblo de Nuestra Señora la Reyna de Los Angeles de Porciúncula*, after the nearby river. Over time, the area became known as the *Ciudad de Los Angeles* or the "City of Angels."

Mexico became independent from Spain in 1821 and the many residents of Southern California initially welcomed their new status as a Mexican territory. However, the political structure changed dramatically as many missions were destroyed and Mexican elites made themselves rich by parceling up huge tracts of land into *rancheros*, where what was left of the native population lived in a state of near-serfdom, unprepared for secularization by the missions. (Some did flee and joined various inland tribes who retained their independence until the United States took over California). This brief period of California history was characterized by lawlessness and by numerous grabs for local power, as an economically unstable, far-flung Mexican capital was unable to effectively govern its distant holdings in California.

Beginning in the 1840s, the sentiment of "Manifest Destiny" inspired efforts in the United States to acquire all land above the Rio Grande stretching out to the Pacific. When U.S. efforts to buy land from Mexico were refused, war broke out in Texas. Eventually both Texas and California were annexed. California became the 31st U.S. state to join the Union in 1850.

Although the initial takeover of California by the U.S. was relatively peaceful, lawlessness and violence continued in early American California. There were land ownership disputes between new American settlers and *ranchero* owners, social strife among diverse populations, and a series of bloody conflicts as former miners and fortune hunters, who had struck out during the California gold rush, began dispersing into different parts of the state. "Vigilante committees" were created in Los Angeles to deal with growing crime following the tactics of San Franciscan vigilante groups a decade earlier.

After the Civil War, Southern California gained a reputation as a place for healthy living.

Air and water pollution grew in eastern American cities experiencing the growth of the industrial revolution, and Los Angeles was promoted as a place where the infirm could recover, sunny weather prevailed, and bountiful fruit was available all year long. Cheap fares on the Santa Fe and Southern Pacific Railroads brought thousands of Midwesterners to Southern California, many of them dreamers, artists, and eccentrics, who began to displace the remaining Hispanic influences with their Victorian and Protestant ways. In addition, Chinese and other groups of immigrants, who had labored to build the tracks that would carry trainloads of new Californians to the Golden State, stayed on to join in populating the region.

To keep up with the growing population of new settlers, politicians and businessmen began expanding the city by adding railway lines to and from the region, by creating local public transit — most notably Henry Huntington's Red Cars that could take passengers from the mountains to the coast for a nickel —

and by developing San Pedro, L.A.'s harbor. However, by the turn of the century, no one else would have a greater impact on the city's development than William Mulholland.

As City Engineer, Mulholland directed the construction in 1908–1913 of a vast 233-mile aqueduct from the Owens Valley to L.A. The project was controversial because its creation required seemingly unrelated business people to buy up large land holdings in the San Fernando Valley and the Owens Valley 250 miles north of L.A. By the time the farmers north of Los Angeles realized what was happening, "their" water was being stolen to quench the thirst of some 100,000 Angelinos.

During this period, early filmmakers also began migrating to Southern California. Initially the move was to escape the patents of Edison and his competitors on motion picture technologies; however, filmmakers soon found the low taxes, cheap labor, and profuse shooting locations to their liking. Because many of these early innovators had Jewish backgrounds, they faced exclusionary housing laws in the downtown areas and the men who would create movie studios began settling in West Hollywood, Beverly Hills, and West L.A., areas that are centers of culture and affluence today.

The Great Depression of the 1930s brought another flood of immigrants leaving the Midwestern drought. The hard times sparked the growth of communism and fascism, movements that sprang from the desperation of poverty. Upton Sinclair, a Pasadena resident best known for his novel *The Jungle*, announced he was leaving the Socialist Party and running as a Democratic candidate for governor, an act that threw the 1934 California elections into turmoil. He was defeated by a coalition of adversaries ranging from the downtown power base, the



Striking members of the International Ladies Garment Workers Union filing complaints at the Los Angeles office of the NRA, 1934. Courtesy of the National Archives and Records Administration - Pacific Region (Laguna Niguel), Records Group 25, Records of the National Labor Relations Board, L.A. Office, Series: Administrative Files, File: Needle Trade Union, Box 6.

"I love Los Angeles. I love Hollywood. They're beautiful. Everybody's plastic, but I love plastic. I want to be plastic."

—Andy Warhol

"Los Angeles gives one the feeling of the future more strongly than any city I know of. A bad future, too, like something out of Fritz Lang's feeble imagination."

—Henry Miller

"Prejudices are useless. Call Los Angeles any dirty name you like — Six Suburbs in Search of a City, Paradise with a Lobotomy, anything — but the fact remains that you are already living in it before you get there."

—Clive James

California's biggest city is unconventional by any standard — a jarring collection of freeways and beaches, fast-food joints and palm trees, seedy areas and affluently exclusive neighborhoods. Fashioned from dozens of distinct municipalities, L.A. is the embodiment of modern city development, having traded urban centralization for suburban sprawl. The modern mall was born of a mature car culture and sophisticated salesmanship in this town. It is the world's entertainment capital. L.A. has a reputation for being both sunny and glamorous, but is also notorious for a history of earthquakes, fires, political corruption, and bouts of civil unrest. Nothing is a simple matter of black versus white in Los Angeles. It has diversity unrivaled in any other major American city. More than 80 languages are spoken in homes throughout Los Angeles; there are scores of thriving ethnic enclaves, from the historic East L.A. and Little Tokyo to the recent additions of Thai Town, Little Armenia, and a thriving Korea Town.

Most visitors tend to overlook these neighborhoods, and spend their time in the famed areas of Hollywood, West Hollywood, Beverly Hills and Santa Monica, which although a great starting point for celebrity seeking and shopping, neglect the city's less glitzy charms. Los Angeles has an underrated mix of historic and modern architecture from the evolving downtown skyline to the well-preserved Craftsman-style homes that dot the Pasadena neighborhoods. Several former movie theaters, exceptional architectural examples from the Golden Age of Hollywood, have been restored and are either continuing to live as theaters or else are reincarnated into trendy dance clubs, churches or retail stores. There are numerous museums in L.A. — from small and surreal, like the Museum of Jurassic technology, to the large and world famous like the Getty Center and the L.A. County Museum of Art, to the thought provoking and the unique, like the Museum of Tolerance and the La Brea Tar Pits. But in Los Angeles, where the climate is warm, dry and often sunny, public art in the form of murals and sculpture can easily be found in the streets of South Central, Venice, and downtown.

Los Angeles has a reputation for lacking any history; however its history spans over 200 years and rule by three different countries. For thousands of years before the arrival of Europeans, native peoples lived in the area now known as Los Angeles. The influential groups of the area were the Tataviam, the Chumash, and the Togva peoples. The first Old World Explorer to use the name California was Juan Cabrillo, who sighted San Diego harbor in 1542. The Spanish occupation of California began in earnest in 1769 spurred by a combination of military and Catholic missionary zeal. Setting off from Mexico and going all the way up to Northern California, Father Junipero Serra founded the missions, and he and his successors planned that each site was no more than a day's ride, north or south, by horseback from another site.

Mission San Gabriel was established by Fr. Serra northeast of present day downtown in 1771. Life on any California mission was extremely difficult for the native populations, forced by the Spanish military garrisons to obey the demands of the Franciscan friars, which included abandoning their indigenous beliefs, culture, and languages. In the process of converting the natives to Catholicism, the germs of the Spanish also reduced the population of natives by 95 percent within 150 years.

## 2003 Host Committee

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*National Archives and Records Administration, Pacific Region*

Claude Zachary  
*University of Southern California*

promise and potential problems of viewing cultural heritage material as "digital assets."

### 18. Going Through the Stages: From Model to Practice with the Open Archival Information System (OAIS)

Robin Dale, Chair  
*Research Libraries Group (RLG)*

Nancy Y. McGovern  
*Cornell University*  
"Mapping Organizational Activities to the OAIS Reference Model"

Pam Kircher  
*OCLC*  
"Nuts and Bolts: The OCLC Digital Archive Implementation of OAIS"

Kevin Glick  
*Yale University*  
"Adapting OAIS for Yale's Electronic Records"

The Open Archival Information System (OAIS) reference model is increasingly influential in the digital preservation domain. Most digital archive projects cite OAIS in planning, designing, building, and sharing implementation information. In exploring different aspects of OAIS, the speakers present observations about library and archival activities at the national and international level, describe the role and value of the model within organizational contexts, report on lessons learned during an OAIS implementation, and share the experiences of an individual institution.

### 19. Demystifying EAD: Simple Encoding Solutions for the Layperson

Dennis Meissner, Chair  
*Minnesota Historical Society*

Robert Cox  
*American Philosophical Society*  
"Exploring the Use of MS Word Templates to Create EAD Finding Aids"

Amy McCrory  
*Ohio State University*  
"A Creative Approach: Encoding with NoteTab Templates"

John P. Rees  
*National Library of Medicine*  
"New Use for an Old Tool: Creating EAD with MS Access"

Many archivists, especially lone arrangers, often note that implementing EAD requires enormous expense and technical computer knowledge. This session will focus on

demystifying the financial and technical commitments that are necessary for creating EAD finding aids. Workshop participants will demonstrate three readily available tools configured to offer "out of the box" solutions for creating EAD records: Microsoft Word template; NoteTab templates/EAD Cookbook scripts; and Microsoft Access database software. While not dismissing the need for in-depth understanding of the EAD DTD, the participants seek to educate fellow nontechnical archivists about the ease of creating an EAD finding aid and to help spur interest and investment in creating EAD records.

### 20. Archives Unplugged: Security

Gregor Trinkaus-Randall, Instructor  
*Massachusetts Board of Library Commissioners*

Archivists often consider security as an add-on to their normal activities rather than as an important and integral component of their daily concerns. This program will discuss general archival security needs; outline basic security policies and procedures; and provide practical advice about what archivists can do to decrease theft and vandalism and make their repositories and holdings more secure.

5:15 p.m. – 6:45 p.m.

### Archivists and Archives of Color Roundtable

This meeting will include discussions on topics of interest to archivists and archives of color.

### Archival Educators Roundtable

This meeting will include discussions on topics of interest to archival educators.

### Congressional Papers Roundtable

This meeting will include discussions on topics related to congressional papers.

### Lone Arrangers Roundtable

This meeting will include discussions of the newly formed roundtable's mission statement, proposed newsletter, and other housekeeping details. The needs, goals, and challenges of lone arrangers will be discussed. This is your chance to get involved, to join the network, and to begin sharing with other lone arrangers. As the Lone Ranger once said, "Hi-ho, Silver! Away!" The Lone Arrangers Roundtable is off the ground with its first meeting! A copy of the newsletter will be available electronically prior to the meeting. For a copy, send an e-mail to:

Nancy.A.Freeman@aphis.usda.gov or  
rgasero@aol.com.

### MicroMARC Users Roundtable

This meeting will include discussions on topics of interest to MicroMARC Users.

### Recorded Sound Roundtable

This meeting is open to all whose collections contain any sort of recorded sound material, regardless of format. The first part of the meeting will feature a talk by an audio restoration engineer on how and why radio programs were recorded and how they may be preserved. The second part of the meeting will be devoted to sharing new information on the administration and preservation of audio materials, and discussing common problems and questions that arise in the handling and the provision of access to audio materials. We will also seek ideas for program proposals for the 2004 SAA annual meeting in Boston.

### RLG Users Roundtable

This meeting will include a discussion of the future of technical services within the RLG environment and the potential for Resource Sharing in Special Collections. Be part of a discussion for setting strategic directions for RLG's primary source community, learn how you can take a more active role in the Cultural Materials effort, and more.

### Security Roundtable

This meeting will include discussion of topics related to archival security.

### Progressive Archivists Caucus Meeting

A caucus for archival workers and students interested in social responsibility in the context of the archival profession.

### University of Texas Roundup

Alumni and friends of the program in Archival and Records Enterprise of the Graduate School of Library and Information Science of the University of Texas at Austin are invited to attend.

5:30 p.m. – 7:00 p.m.

### The UCLA Student Chapter Reception

The UCLA SAA Student Chapter invites all students attending the SAA 2003 annual meeting to a welcome reception. This will be an ideal opportunity for archival students to meet colleagues in a relaxed environment. If you plan to attend, please RSVP to

Jessica Holada, UCLA SAA Student Chapter President, jholada@ucla.edu.

7:30 p.m. – 10:00 p.m.

**[E] The Getty Center Reception**

Situated on a hilltop with breathtaking views of the city, the Santa Monica Mountains and the Pacific Ocean, the Getty Center is home to the J. Paul Getty Trust, an international cultural and philanthropic organization serving both general audiences and specialized professionals. Designed by architect Richard Meier, the Center also houses the J. Paul Getty Museum, the Research Institute, the Conservation Institute, and the Grant Program.

In addition to enjoying the Center's remarkable architecture and a sunset over Los Angeles, you can stroll through the Central Garden, designed by California artist Robert Irwin; explore the West Pavilion which houses the Museum's Impressionist paintings, antiquities collections and the photography show *Strange Days: Photographs from the Sixties* by Winogrand, Eggleston, and Arbus; visit the Special Exhibitions Gallery featuring *Illuminating the Renaissance: The Triumph of Flemish Manuscript Painting in Europe*; and shop in the bookstore. Cocktails and hors d'oeuvres will be served in the Museum courtyard.



The J. Paul Getty Museum, seen from the tram arrival plaza. *The Getty Center, Los Angeles*, photo by Tom Bonner.

**Friday, August 22**

7:00 a.m. – 8:00 a.m.

**[E] SAA Key Contact Breakfast**

Members representing all geographic areas will gather over a continental breakfast to discuss their important role in SAA's Key Contact Program. All key contacts are invited. For more information on participating in this member-driven program, contact Scott Schwartz, Membership Committee chair, at 202-357-4477.

**[E] American Archivist Forum**

The editor of the *American Archivist* and members of the journal's editorial board invite prospective authors to meet with them to learn more about getting articles published in the *American Archivist* journal. Whether you have a specific article topic in mind or want to know what factors increase the probability that a submission would be accepted for publication, you are welcome to come, ask questions, and have the editorial and review processes demystified.

8:00 a.m. – 10:00 a.m.

**[G] Acquisitions and Appraisal Section**

The meeting will include a presentation by Stephen Cohen, Yale Records Service, who will speak on "Appraisal Questions from an

Archivist Working as a Records Manager." Cohen's talk updates progress on what began as a university-wide records program in recognition of the university's tricentennial in 2001 and shares his thoughts about how his background as an archivist has affected his participation in the effort.

**[G] Description Section**

This meeting will include a presentation on best practices guidelines developed by the OAC for describing and encoding digital objects. Prior to this, the business meeting will include committee reports, election of a new vice chair, report of the section's annual Finding Aid Fair, and discussion of session proposals for the 2004 SAA conference in Boston.

**[G] Electronic Records Section**

This meeting will include a discussion of section business and a number of reports, discussions, and debates regarding the management and preservation of records in electronic form.

**[G] Oral History Section**

This meeting will include a presentation on the NYPL documentation project for Yaddo, an artists' community located on a 400-acre estate in Saratoga Springs, New York. Section news and project/work updates from the audience will be presented during the business portion of the meeting.

**[G] Preservation Section**

This meeting will include discussions on topics related to preservation.

**[G] Reference, Access, and Outreach Section**

This meeting will include a video presentation, "Creating Women's History: The Sophia Smith Collection," followed by discussion with Sherrill Redmon, director, Sophia Smith Collection, Smith College, on the when/where/why/what and how of creating such an outreach tool.

**[G] Visual Materials Section**

This meeting will include an exhibit of recent visual materials-related publications by section members. In addition, the section intends to have two local speakers, one a photo archivist, the other a working photographer, talking about their collaborative efforts to document the city of Los Angeles.

POSTERS highlight the research activities of graduate students from archives and records management programs throughout the United States, as well as projects and activities of several SAA student chapters. Please see the SAA annual meeting Web site at [www.archivists.org/conference/](http://www.archivists.org/conference/) for more detailed descriptions of these posters.

**1. Sheila Afnan-Manns, Bryan Griest, Dale Ann Stieber, Dominique Turnbow**

*University of California, Los Angeles*  
"Enhancing K-12 Access to Digitized Cultural Heritage Resources through Adaptive Systems Technology: Challenging the Finding Aid"

Compares the effectiveness of an existing finding aid-based interface with a test developed prototype interface in accessing cultural heritage information in a collaborative project with the California Digital Library and is funded by the Pacific Bell/UCLA Initiative for 21st Century Literacies.

**2. Meghan L. Glass**

*University of Michigan*  
"Who Cares About Archives? I Want My World Wide Web: Introducing Primary Source Research Materials to Undergraduates"

Demonstrates a public outreach project that introduces the mission and functions of archival institutions; exposes students to primary documents such as manuscripts, published materials, and photographs; and provides methods for interpreting historical documents.

**3. Jennifer Walele and Miguel A. Figueroa**

*Knowledge River, University of Arizona*  
"Exhibit Architecture in a Digital World: Constructing the Udall National Traveling Exhibit"

Explores technology's influence on exhibit construction and circulation, and more importantly, how increased technology has expanded the potential for partnerships.

**4. Jennifer Walele and Miguel A. Figueroa**

*Knowledge River, University of Arizona*  
"Moving Pictures: Arrangement and Description of Photographs in the Congressional Papers of Senator Dennis DeConcini"

Demonstrates the "essential theme" method for describing and arranging photos, which has proved most effective for achieving organization, description, and accessibility of the photographs of Senator Dennis DeConcini.

**5. Joy S. McNally and Andrea Still**

*Simmons College*  
"Approaches to Access: A Survey of Issues Raised with Photographic and Visual Materials in Print Repositories"

Highlights a study focused on repositories that primarily house printed materials and the decisions that are made regarding user access to visual materials — primarily photographs — and ultimately to the collection itself.

**6. Cody Aune and Chrystal Carpenter**

*University of Arizona*  
"Hollywood, Copyright, and the Berne Convention"

Examines the process by which the motion picture and broadcasting communities sought to influence copyright legislation relating to the Berne Convention.

**7. Gabriela Valdez**

*University of Michigan*  
"Online Registration Form for Electronic Archive Collections"

Features an online registration system for the Bentley Historical Library's first, and, so far, only, online archive collection: former University of Michigan's President James Duderstadt's electronic records.

**8. Donghee Sinn**

*University of Pittsburgh*  
"The Influence of Archival Materials on Historical Interpretation of the Nogunri Massacre during the Korean War"

Explores how archival materials have influenced historical interpretation by focusing on an event of the Nogunri massacre which happened during the Korean War in Korea.

**9. Michelle Sweetser**

*University of Michigan*  
"What to Digitize? An Assessment of Selection in IMLS-Funded Digitization Projects"

Presents research exploring the ways in which librarians, archivists and other information professionals are selecting collections for digitization and making them available via the Internet.

**10. Student Archivists at Maryland (SAM)**

Highlights activities of the student chapter, including workshops, tours, lectures, and Archives Week events as well as provides information about the Archives Program at the University of Maryland.

**11. San Jose State University Student Chapter**

Describes the unique nature of SAA's newest student chapter and includes descriptions and photos of tours of area repositories along with summaries of talks given by professionals working in the archival field.

**12. Simmons College Student Chapter**

Highlights the activities of the student chapter which includes serving as a sounding board to students in internships, shaping the archives curriculum at Simmons College, and, most importantly, making the student body aware of the myriad aspects of the archival profession.

**13. University of California, Los Angeles Student Chapter**

"Inside Out: Reconsidering the Mission of the UCLA Student Chapter"

Highlights the activities of the student chapter which includes local tours, educational programs, and, the chapter's efforts to increase student participation at the SAA 2003 annual meeting in Los Angeles.

**14. University of Texas at Austin Student Chapter**

"Archives Under Attack: SAA-UT Archives Week 2002"

Explores issues that threaten our collective history, including archives in war, archives and authenticity, and archival preservation via the student chapter's 2002 Archives Week.

**15. University of Michigan Student Chapter**

Describes the events and activities of the student chapter this past academic year including tours, speakers, and bowling night.

landmark essay on black thought. DuBois, Frederick Douglass, and Booker T. Washington each contributed to the idea of self-representation and the creation of a self-image through the photographic medium. Panelists will discuss the creation of this new self-image through exploration of archival photographs and writings on African American photography created before the "Black Renaissance" of the 1920s.

**[S][G]** 68. **The Online Archive of California: A Model for Integrating Access**

Jackie Dooley, Chair  
*University of California, Irvine*

Robin Chandler  
*California Digital Library/OAC*  
"Federating Descriptive Practices and Integrating Formats in the Online Archive of California"

Richard Rinehart  
*Berkeley Art Museum/Pacific Film Archive*  
"Applying EAD to Museum Collections: A Close Look at MOAC"

Adrian Turner  
*California Digital Library/OAC*  
"Accessing Digital Content: Integrating MARC and EAD"

Nancy Kushigian  
*University of California, Davis*  
"Using EAD to Collectively Describe TEI-Encoded Books"

Focusing on the Online Archive of California (OAC) as an increasingly mature model, this session will examine issues in federating and reconciling description and access practices relating to multiple document formats and user communities. Following a brief overview of OAC's scope and infrastructure, speakers will address using EAD to bridge the differing practices of archives and museums, integrating MARC records and EAD finding aids to provide access to digital content, and employing EAD to describe collectively TEI-encoded books.

**[S][G]** 69. **Improving Online Access to Original Materials: Current Research**

Rutherford W. Witthus, Chair  
*University of Connecticut*

Trish Keaton  
*California Institute of Technology*  
"Indexing and Retrieval of Handwritten Documents"

Brent Seales  
*University of Kentucky*  
"Digital Restoration: Manuscript Flattening and Unrolling"

The Institute of Museum and Library Services, Delmas Foundation, and National Science Foundation are funding two interesting research studies with exciting implications for improving access to manuscript materials. In one study, the machine recognition of handwritten documents holds the possibility of making the documents' content more accessible electronically. In the other study, new techniques for the digital restoration of manuscripts are being extended to items, such as scrolls, that cannot be unrolled without damaging them.

**[S][G]** 70. **Archives Unplugged: Privacy and Confidentiality 101**

Connell B. Gallagher, Instructor  
*University of Vermont*

Menzi L. Behrnd-Klodt, Instructor  
*Pleasant Company/Klodt and Associates*

Just what do we mean by privacy and confidentiality? What are our legal and ethical obligations as archivists to provide access yet protect the privacy rights of individuals associated with our collections? Two former chairs of the Privacy and Confidentiality Roundtable combine lectures, discussions, and case studies to highlight the challenges of balancing access with privacy and confidentiality in the wide variety of records under our care.

4:30 p.m. – 6:00 p.m.

**[E]** **University of Michigan Reception**  
Informal early evening reception for alumni and current students of the University of Michigan School of Information and other programs, as well as current and former UM staff and former Fellows of the Bentley

Historical Library's Research Fellowship Program for Study of Modern Archives. Hors d'oeuvres and a cash bar. Sponsored by the Bentley Historical Library and the School of Information Alumni Society.

6:00 p.m. – 10:00 p.m.

**[E]** **Reception at Santa Monica Pier Carousel**

Designed and built in 1916 by Charles Loof, and faithfully restored from 1981 to 1983, the Santa Monica Pier Carousel has bewitched motion picture directors, television writers, fashion photographers, painters, celebrities and tourists for three generations. One may remember that Paul Newman and Robert Redford perpetrated their "sting" in the Carousel. Overlooking the scenic California coastline, this Byzantine-Moorish California style structure contains a merry-go-round which was built by the Philadelphia Toboggan Company in 1922. In 1942, it was moved from Nashville, Tenn., to the Santa Monica Pier. The fanciful and elegant old machine with its horses, painted ponies and chariots, lights, brass poles, and mirrors is kept in prime condition. Enjoy California cuisine, dancing, a breathtaking West Coast sunset, and stroll the lively streets of downtown Santa Monica during this closing evening event. \$45

**Sunday, August 24**

8:00 a.m. – Noon

**[T]** **Street Art and Diversity: Murals of Los Angeles Tour**

This tour will examine the social, cultural and political history of Los Angeles through its murals, paying special attention to those neighborhoods that make up the majority of the city. The Social and Public Art Resource Center (SPARC) houses the world's largest slide archive of murals in the world, and is in the midst of digitizing this collection and making it available to the public. The tour will also be offered on Wednesday, August 20. Please see the tour registration form on page 47 to register. \$40

9:00 a.m. – 12:00 p.m.

**[G]** **EAD Working Group**

10:00 a.m. – 10:30 a.m.

**[E]** **Mentor/Mentee Coffee Talk**

Meet for coffee and conversation. Connect with your mentoring partner or learn about the program and how to get involved.

10:00 a.m. – 3:00 p.m.

**[E]** **The International Archives and Information Technology Exposition**

Learn more about what's new in archival products and services by meeting with the nearly forty vendors. Stop by the SAA publications booth to peruse, preview, or purchase the latest resources for professionals. SAA committees, sections, and roundtables, as well as international, local, state, and regional archival associations will hold office hours in the hall. Be sure to visit the student poster sessions located in the exhibit hall while enjoying a complimentary cup of coffee during selected hours.

10:30 a.m. – 11:30 a.m.

**[S][G]** **21SE. Eighteenth-Century Documents and Twenty-first-Century Technology: Preserving the Charters of Freedom**

Adrienne C. Thomas, Chair and Commentator  
*National Archives and Records Administration*  
"Renovation and Re-encasement: A Time to Act"

Richard Judson  
*National Archives and Records Administration*  
"New Encasements for the Charters: Design and Process"

Mary Lynn Ritzenthaler  
*National Archives and Records Administration*  
"Ink on Parchment: Condition of the Documents and Conservation Treatment"

Catherine Nicholson  
*National Archives and Records Administration*  
"The New Encasements: Preservation Advances and Goals Achieved"

In 1998, the National Archives approved a project to remove the Declaration of Independence, Constitution, and Bill of Rights from their 1950s-era encasements. The speakers will discuss the condition and conservation of the documents, the collaborative effort to design new state-of-the-art housing, and the materials and tools used to create these encasements, which will enhance preservation of the documents during their long-term display. This session documents a

momentous and innovative project with enduring significance for our nation.

10:30 a.m. – Noon

**[S][G]** **22. Documenting Disease**

Paul Theerman, Chair  
*National Library of Medicine*

Daniel Barbiero  
*National Academy of Sciences*  
"Documenting Biological Warfare Research in the United States, 1942-1945: The Papers of the WBC Committee and Its Successors"

Kathleen M. DeLaney  
*Independent Scholar*  
"Health Advisory: The Love Canal 25 Years On"

Joan Echtenkamp Klein  
*University of Virginia*  
"This Most Dreadful Pest of Humanity': The Philip S. Hench Walter Reed Yellow Fever Collection"

Three significant medical collections document diseases, efforts at cures, and public health issues. Collections at the National Academy of Sciences, State University of New York, Buffalo, and the University of Virginia shed light on biological warfare during World War II, Love Canal and the contemporary toxic waste crisis, and the conquest of yellow fever in the early 1900s. These collections present contrasts in records creation, formats, acquisition, and management, and they raise significant questions concerning access and use by historians, scientists, and public health professionals.

**[S][G]** **23. The Commercial Value of History: The Antiques Roadshow, eBay, and What It Means for Archives**

Deborah Hollis, Chair  
*University of Colorado at Boulder*

Dale Patterson  
*United Methodist Church Archives*  
"Church Records for Sale: Church Records and the Internet"

Mary Ide  
*WGBH Media and Archives Preservation Center*  
"TV: What's in It for Archives?"

Michael Rose  
*Atlanta History Center*  
"Let the Buyer be Aware: eBay, Roadshow, and the Buying and Selling of Collections"

Interest in history has spiked due to media outlets such as the *Antiques Roadshow* and eBay. A religious archivist discusses issues related to the illegal selling of church records, while a corporate media archivist highlights the benefit of television shows about history and the preservation of historic artifacts. A third speaker examines the impact of both of these phenomena on collection development for historical centers and individual collectors.

**[S][G]** **24. Lights, Camera...WHERE? Film & Television Collections Beyond Hollywood**

Charlotte B. Brown, Chair  
*University of California, Los Angeles*

Shannon Bowen  
*University of Wyoming*  
"Wrangling Celluloid in the Cowboy State: Archival Frontiers in Film Collection"

Chuck Howell  
*University of Maryland, College Park*  
"Arthur Godfrey and 'The American Dream Machine': Television Resources at the University of Maryland Broadcasting Archives"

Maxine Fleckner Ducey  
*Wisconsin Historical Society*  
"Fred and Ginger Dancing in Dairyland: The Wisconsin Center for Film & Theatre"

The United States film industry is synonymous with Hollywood, and the American television industry is synonymous with Hollywood and New York. This session introduces three archival centers not in Hollywood or New York that have significant film and television holdings. Learn about the origins and strengths of these archives and of the major collection development and research issues involved when a repository is three thousand miles from Tinseltown. Video clips and popcorn included.

**[S][G]** **25. Truth and Consequences: Experiences Offering Online Access to Digital Data Records**

Thomas E. Brown, Chair  
*National Archives and Records Administration*

Elizabeth Stephenson  
*University of California, Los Angeles*

Janet Vavra  
*University of Michigan*

Margaret O. Adams  
*National Archives and Records Administration*

Academics, government officials, journalists, lawyers, and the general public increasingly expect direct online access to "born digital" archival holdings. Panelists from three major archives that have implemented online access to all or portions of their holdings will describe how this form of access has altered (or not) the services they support. With participation from the audience, they will explore issues regarding the selection of online offerings, reference service and usage statistics for these digital materials, and user reaction.

**[S][G]** 26. **It Takes a Consortium: Pooling Resources to Improve Archival Education**

Elizabeth H. Dow, Chair  
*Louisiana State University*

Robert J. Jakeman  
*Auburn University*  
"E Pluribus Unum-ish: Harmonizing Four 'Archives 101' Syllabi"

David R. Chesnutt  
*University of South Carolina*  
"Stakeholder Issues: The Politics of a Consortium"

Tammy E. Adams  
*Louisiana State University*  
"Protocols and Wires — How It All Works"

Randall Jimerson, Commentator  
*Western Washington University*

Auburn University, Louisiana State University, the University of Kentucky, and the University of South Carolina joined forces as the Southeast Archives Education Collaborative (SAEC) to develop an eighteen-hour program in archival education, taught largely through distance education. At ten months into a three-year project funded by the Institute of Museum and Library Services, representatives will report on establishing a distance-education program to share students and faculty across four campuses, four states, two disciplines, and two time zones.

**[S][G]** 27. **A Model for Digital Audio Preservation and Distribution: The Arhoolie Foundation Strachwitz Frontera Collection**

Brenda Nelson-Strauss, Chair  
*Indiana University*

Gordon Theil  
*University of California, Los Angeles*  
"Preserving the Mexican-American Heritage: An Overview of the Arhoolie Frontera Project"

Tom Diamant  
*Arhoolie Foundation*  
"Digitization of the Strachwitz Frontera Collection: Standards and Procedures"

Stephen Davison  
*University of California, Los Angeles*  
"Providing Access to the Collection: Metadata and Streaming Issues"

Representatives from UCLA and the Arhoolie Foundation will present an overview and demonstration of an innovative project, supported by Los Tigres del Norte Foundation, to preserve digitally and provide online access to a major collection of early Mexican American recordings of traditional and popular music compiled by Chris Strachwitz, founder of Arhoolie Records. A variety of issues will be discussed, including the collaborative nature of the project, funding, copyright, digitization, metadata standards, and distribution.

**[S][G]** 28SR. **Ethical Considerations of Acquisitions (Limited Enrollment)**

Frank Boles  
*Central Michigan University*

Timothy Murray  
*University of Delaware*

Bruce Turner  
*University of Louisiana at Lafayette*

Todd Daniels-Howell  
*Indiana University - Purdue University Indianapolis*

This limited-enrollment session will feature a panel of four experienced archivists and manuscript curators who will lead a discussion on ethical issues in acquisitions and appraisal work. The bulk of the session will be spent discussing case studies describing some of the ethical situations encountered in acquisitions/appraisal work, including those related to donor agreements, sensitive documents in accessioned material, third-party privacy concerns, and the impact of deaccessioning on donor relations, to name a few. To encourage audience participation, the case studies will be distributed in advance to all who pre-register for this session.

**[S][G]** 29. **Interoperability: The Possibilities of Us All Getting Along**

Anthony Reed, Chair  
*Frederick Law Olmsted National Historic Site*

Lorre Smith  
*University at Albany, State University of New York*

"Interoperability Defined"

Morgan Yates  
*Automobile Club of Southern California*  
"This Way to Boosterville: Tourism, Regional Image, and the Automobile Club of Southern California."

Southern California archivists have a long tradition of documenting those aspects of California life that distinguish it from other regions of the United States. Panelists will address the challenges and opportunities of collections that illustrate Southern California's beach and surf culture, the figure of the cowboy in the American West, and the promotion of a region through tourism and motoring. Panelists will explore how the documentation compares to the perceptions popularized by the entertainment and tourist industries.

**[S][G]** 63. **Taking Center Stage: Issues of Access, Outreach, and Theater Archives**

Alan K. Lathrop, Chair  
*University of Minnesota*

Kirsten Tanaka  
*San Francisco Performing Arts Library & Museum*  
"From Gold Rush to Greater Tuna: A Revue of the San Francisco Performing Arts Library & Museum Collections"

Gwynedd Cannan  
*Trinity Church Archives*  
"All That Traffic Will Allow: Unusual Formats in the Performing Arts Archive"

Debra Pasquerette  
*Geffen Playhouse*  
"Reaching the Cast, Casting the Reach: Using Historical Resources in Regional Theater"

Much occurs "behind the scenes" in archives devoted to theater and the other performing arts. This session will address the challenges of improving access and outreach in such archives and present three responses to this need. One archivist will explore the issues posed by housing the records of active music and dance companies. A second archivist will address the effect of juggling the role of archivist and curator of artifacts. Third, an education director will discuss how archivists and arts educators can collaborate on outreach programs.

**[S][G]** 64. **Archivist As Producer**

Steven Davidson, Chair  
*Florida Moving Image Archive*  
"Publicity, Promotion, and Marketing and Working with Local Television"

Stephen Parr  
*San Francisco Media Archive/Oddball Film & Video*  
"Commercial Strategies for Nonprofit Organizations"

Helene Whitson  
*San Francisco State University*  
"Overcoming Obstacles"

John Lynch  
*Vanderbilt University*  
"Websites and Beyond"

Archivists often provide moving images and other visual materials for use in new productions, DVDs, and the Internet. In most cases, the contribution is acknowledged in the credits as "archival materials courtesy of." This session provides models for becoming more involved in the production process or in the marketing of collections. Presenters from the nonprofit and private sectors will discuss their projects and offer suggestions on moving from the end of the credits to the front by taking a more active role in publicizing and promoting your collections.

**[S][G]** 65. **Electronic Brains, Wired Faculty, and More: NHPRC Archival Research Fellows Report**

Joan D. Krizack, Chair  
*Northeastern University*

Richard Pearce-Moses  
*Arizona State Library and Archives*  
"Language and Lingo: The Words We Use to Talk About Archives"

Elisabeth Kaplan  
*University of Minnesota*  
"Electronic Brains, Archival Minds: Responding to Technology after World War II"

Nancy M. Deromedi  
*University of Michigan*  
"Wired Faculty: Assessing the Archival Value of Faculty Websites"

Richard Hollinger  
*University of Maine*  
"The Impact of Electronic Communications on Organizational Records"

Winners of the 2002 National Historical Publications and Records Commission Archival Research Fellowships report on their research projects. Pearce-Moses reflects on archival language for a revised SAA Glossary. Kaplan analyzes archivists' attitudes about technology. Deromedi describes faculty use of Web sites at the

University of Michigan to support teaching and research, with implications for appraising Web-based documentation. Hollinger explores the relationship between paper and digital documents as communications and storage media.

**[S][G]** 66. **Volunteers in the Archives: New Perspectives, Creative Uses**

David Haury, Chair  
*Kansas State Historical Society*

Tamar Chute  
*Ohio State University*  
"Emeritus Faculty and Alumni As Volunteers: When Good Things Can Go Bad"

Shelly J. Croteau  
*Missouri State Archives*  
"Electronic Volunteers"

Ellen Swain  
*University of Illinois, Urbana-Champaign*  
"Using Student Volunteers as Outreach Tools"

Although volunteer activities have traditionally focused on in-house processing projects, reference service, and identification of materials, archivists are utilizing volunteers in new ways both inside and outside the physical archives building. This session explores how three institutions are tapping into the unique expertise of volunteers from their specific constituent groups to enhance collection development efforts, provide outreach, and increase their visibility in the community. "Electronic" volunteers and their impact on archives will also be discussed.

**[S][G]** 67. **The Souls of Black Folk, Revisited**

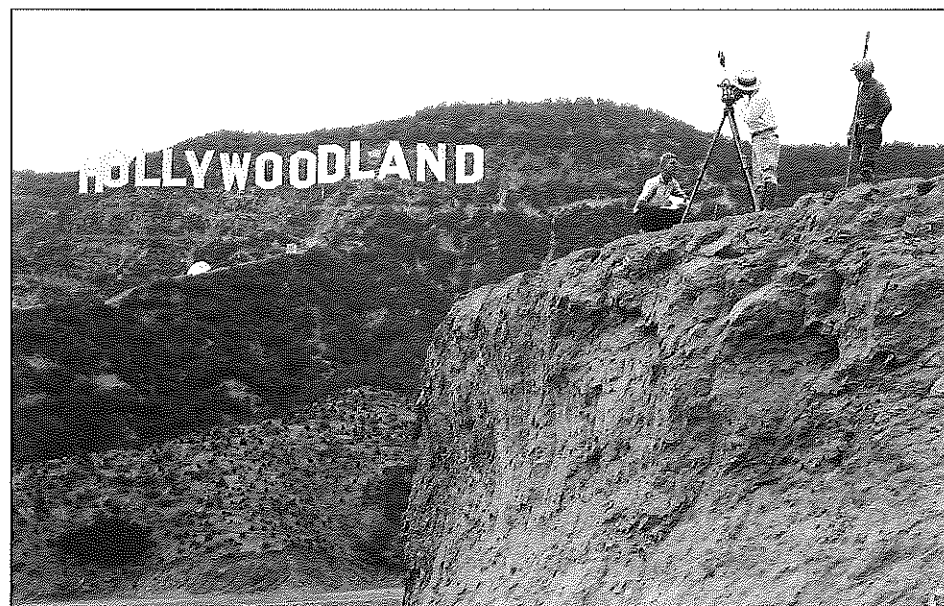
Thomas Battle, Chair  
*Howard University*

Donna M. Wells  
*Howard University*  
"Frederick Douglass on Pictures and Progress"

Deborah Willis-Kennedy  
*New York University*  
"The Sociologist's Eye: W. E. B. DuBois and the Paris Exposition"

Michael Bieze  
*Marist School*  
"Booker T. Washington and the Art of Self-Representation"

The year 2003 marks the one-hundredth anniversary of the publication of W. E. B. DuBois's "The Souls of Black Folk," a



Built in 1924 as promotion for a subdivision of wooden canyons and knolls overlooking the business area of Hollywood, the HOLLYWOODLAND sign became a tourist attraction, a movie prop, and aircraft pilots regarded it as a navigational landmark. Courtesy of the Margaret Herrick Library, Academy of Motion Picture Arts and Sciences.



Rosalie Lack  
*California Digital Library*  
"An Introduction to Usability Testing"

Kelcy Shepherd  
*Five College Finding Aids Access Project*  
"Begin at the Beginning: Adopting a User-Centered Approach at the Five Colleges"

Merrilee Proffitt  
*Research Libraries Group*  
"The RLG Union Catalog on the Web: Identifying and Incorporating Users in Developing a New Service"

Christopher Prom  
*University of Illinois at Urbana-Champaign*  
"Assessing Archival Usability in an Experimental Setting"

Usability issues become increasingly important as archivists invest time and effort to digitize collection guides and content and make them available online. If end users cannot determine how to find, navigate, and use our Web-based information, why are we expending scarce resources in this way? This session explores applied and experimental uses of usability testing in designing, rethinking, and improving interfaces to and navigation within online archival descriptive information and digital or digitized materials.

**[S][G]** 58. **Who Is in the Workplace Now? Diversity Reflected in Today's Archives**

Tom Connors, Chair  
*University of Maryland, College Park*

Kathleen Burns  
*Yale University*

James F. Cartwright  
*University of Hawaii at Manoa*

Marisol Ramos-Lum  
*University of California, Los Angeles*

Kerrie Cotton Williams  
*Auburn Avenue Research Library of African American Culture and History*

How workplace diversity is facilitated will determine the success or failure of management efforts. This session will explore ways to develop, encourage, and benefit from a diverse staff and its different perspectives. The speakers will discuss how it feels to work in an organization where diversity is evolving; explore how the needs of special groups can be met to create a comfortable work environment; and

consider the skills needed to be effective in a diverse workplace.

**[S][G]** 59. **Myth & Reality: Records of the RFK Assassination**

Aimee M. Felker, Chair  
*National Archives and Records Administration*

Philip Melanson  
*University of Massachusetts, Dartmouth*  
"Advocating Access to Records Related to the Assassination of Robert F. Kennedy through FOIA and the Privacy Act"

John F. Burns  
*Former State Archivist of California*  
"Archival Issues and the RFK Assassination Records at the California State Archives: Some Lessons"

Nancy Zimmelman  
*California State Archives*  
"Providing Access and Managing the Records of the RFK Assassination"

June 2003 marks the thirty-fifth anniversary of Robert F. Kennedy's assassination at the Ambassador Hotel in Los Angeles. The acquisition of the assassination investigation records by the California State Archives and the establishment of the RFK Assassination Archive at the University of Massachusetts-Dartmouth, underscore jurisdictional responsibilities and the impact of state and federal legislation on records, access rights, privacy concerns and Freedom of Information Act issues, and archivists' commitment to the preservation and promotion of information, especially as it relates to events that tragically marked a decade of unrest, change, and hope.

**[S][G]** 60. **Archives Unplugged: Securing Financial Support for Archival Programs**

Herbert Hartsook, Instructor  
*University of South Carolina*

Steven Hensen, Instructor  
*Duke University*

In an era of ever-tightening budgets, raising money to support archival endeavors is increasingly important. Archivists have two main avenues for securing funds outside their normal budgets. They may seek private support, typically by building endowments whose income funds their work, or they may apply for grants to cover specific projects. Two successful fund-raisers will share their experiences. Hartsook will discuss developing private support, and

Hensen will outline the basics of successful grant writing to federal funding agencies and private foundations.

3:00 p.m. – 5:00 p.m.

**[S][G]** 61W. **Digital Preservation: Longevity, Image Quality, and Metadata**

Paul R. Bergeron, Chair  
*City of Nashua, New Hampshire*

Howard Besser  
*New York University*  
"No Small Challenge: An Overview of Digital Longevity Issues"

Franziska Frey  
*Rochester Institute of Technology*  
"The Role of Image Quality in Digital Preservation"

Anne Gilliland-Swetland  
*University of California, Los Angeles*  
"The Role of Metadata in the Preservation of Digital Records"

Developing a better understanding of digital preservation — regarding both born-digital and digitized materials — is fast becoming essential for archivists. This session will explore a range of factors potentially impacting digital longevity; demonstrate how choices about image quality made at the creation stage affect usefulness, enduring value, and longevity of digital assets; and lastly, discuss the role of metadata relative to discovery, use, integrity, and longevity. Potential specifications for automated metadata tools, based upon research underway in InterPARES 2, will also be presented.

3:00 p.m. – 4:30 p.m.

**[S][G]** 62. **Endless Summer: Documenting the Popular Image of Southern California**

Lynda Corey Claassen, Chair  
*University of California, San Diego*

Tracy Brown  
*Autry Museum of Western Heritage*  
"Riders in the Sky: Documenting Hollywood's Impact on the Image of the Cowboy"

Cristina Favretto  
*San Diego State University*  
"Talking Story: Documenting California's Surfing Culture"

Michael McCormick  
*Western Reserve Historical Society*  
"An Amishman with a Computer"

Clifford Lynch  
*Coalition for Networked Information*

Many archives exist within institutions that include libraries and museums, with little collaboration among the three entities. Users seeking access to information across the institution may find multiple databases using various software and hardware because the institution's bibliographic records, archival finding aids, and curatorial records are not linked. Speakers will report on efforts to make these different data groups "interoperable," aiding both the user and the institution, and will describe some future trends of interoperability.

**[S][G]** 30. **Archives Unplugged: Making Oral History Work for You**

James E. Fogerty, Instructor  
*Minnesota Historical Society*

Oral history is a multifaceted tool that can be used to augment collections, document individuals and groups without traditional records, and build important bridges between archives and their constituencies. This session will illustrate ways in which oral history encourages archives to document and forge links with immigrant communities and business, civic, and community organizations, often resulting in increased fundraising opportunities and better public relations. Both audio and video formats will be addressed, as will issues of provenance, access, privacy, and the Internet.

Noon – 1:30 p.m.

**[E]** **ACA Annual Meeting and Luncheon**

Members and potential members are welcome to join this annual meeting and luncheon of the Academy of Certified Archivists. Learn about ACA's progress and future plans. See the registration form on page 43 to register.

1:00 p.m. – 2:30 p.m.

**[S][G]** 31. **Preservation Needs Assessments: National, State, and Institutional Efforts**

Nadina Gardner, Leader  
*Heritage Preservation*

Laren Metzger  
*California State Archives*

Dianne van der Reyden  
*Library of Congress*

Tom Claerson  
*OCLC*

This panel presentation will explore preservation assessments conducted at national, state, and institutional levels. Among the projects covered are the Heritage Health Index, a national initiative of Heritage Preservation in partnership with the Institute of Museum and Library Services; California Historical Records Statewide Planning Project, undertaken by the California Historical Records Advisory Board and funded by the National Historical Publications and Records Commission; preservation assessments by the Preservation Directorate of the Library of Congress; and preservation assessments in small institutions funded by the National Endowment for the Humanities. A short video on conducting preservation assessments, newly developed by the Northeast Document Conservation Center, Amigos, and OCLC, will also be premiered.

**[S][G]** 32. **Filling in the Margins: Documenting Extreme Social History**

James Danky, Chair  
*Wisconsin Historical Society*

Rebecca Schulte  
*University of Kansas*  
"From the Left to the Right: Documenting Political Extremes in the 21st Century"

Julie Herrada  
*University of Michigan*  
"Collecting Anarchy: Continuing the Legacy of the Joseph Labadie Collection"

Amy Cooper  
*University of Iowa*  
"Research and the Extreme Right: The Social Documents Collection at the University of Iowa"

The voices of extremists, left and right, have played an important role in the American past. These voices also present a series of challenges to the archivists and manuscript librarians charged with documenting their print and electronic presence. This session examines the ways in which major institutions collect and provide access to these often incendiary materials.

**[S][G]** 33. **How to Integrate Archival Practices with Functional Records Management**

Stephen E. Cohen, Leader  
*Yale University*

Yale University launched an effective campus-wide program that integrated archival practices into the records management cycle by adopting an innovative functional approach to records appraisal and description. This session will demonstrate how to administer such a program with a small staff, addressing archival and nonpermanent records, and will provide expertise on how to work with offices to establish solid relationships and promote archival requirements simultaneously.

**[S][G]** 34. **Saving Silverman: The History and Use of Motion Picture Collections**

Nancy J. Melley, Chair  
*National Archives and Records Administration*

Daryl A. Maxwell  
*Universal Studios*  
"Archiving the Sausage: The Focus of American Film Archives"

Val Almendarez  
*Academy of Motion Picture Arts and Sciences*  
"In Mr. Kane's Basement: Assembling AMPAS's Collections"

Brett L. Abrams  
*National Archives and Records Administration*  
"Doctor Strange Love: Or How I Learned to Ask Questions that Archives Could Answer"

The movie industry promotes the use of its pictures in research, but does it document the movie-making process? Two archivists will discuss their organizations' efforts to document the making and production of movies, and a third will discuss his use of archives in researching the role that nonconformist gender and sexual imagery played in promoting Hollywood during the early studio era.

**[S][G]** 35. **The PERM Project: Standards and Tools for Preserving Electronic Records**

Bob Horton, Chair  
*Minnesota Historical Society*

Caryn Wojcik  
*State Archives of Michigan*  
"The Front End: Working with a DoD-Certified RMA"

Richard Marciano  
San Diego Supercomputer Center  
"The Middle: Modeling the Connection  
Between the RMA and Preservation Tools"

Bertram Ludaescher  
San Diego Supercomputer Center  
"The Back End: Tools From the Archivist's  
Workbench"

In collaboration with the San Diego  
Supercomputer Center, the state of  
Michigan is testing ways to preserve records  
from a records management application  
(RMA) certified by the Department of  
Defense under DoD Standard 5015.2. This  
project is one of the first efforts to apply  
archival standards to software applications  
designed for the short- and long-term  
management of electronic records. The  
principal investigators from the project will  
report on the metadata, the models, and the  
practices they explored in the process.

**[S][G]** 36. Archival Reference in the  
21st Century: Moving from Theory to  
Practice

Danna C. Bell-Russel, Chair  
Library of Congress

Amy Leigh  
Duke University  
"Reaching Out from the Center:  
A Non-Linear Look at Reference"

Su Kim Chung  
University of Nevada, Las Vegas  
"Isn't That Dean Martin in the Reading  
Room? Bringing Archives to the Las Vegas  
Community"

Arlene Schmuland  
University of Alaska, Anchorage  
"Reference Unleashed: Providing Service  
without Losing Control"

With the advent of e-mail, online chat, and  
their institutions' growing Web presence  
and increasing outreach requirements,  
archivists are finding that more and more of  
their time is spent addressing the needs of  
patrons, many of whom are first-time  
archival users who require extensive  
instruction and staff assistance. Panelists  
will focus on the impact of these  
developments and suggest practical ways to  
meet the challenge of providing reference  
service in the 21st century.

**[S][G]** 37. A Life of Their Own:  
Theory, Methodology, and the Study  
of Documents in Context

Russell Johnson, Chair  
University of California, Los Angeles

Charlotte P. Lee  
University of California, Los Angeles  
"Using Documents to Design: The Role of  
Documents in the Design of a Museum  
Exhibition"

Kalpna Shankar  
University of California, Los Angeles  
"Gathering Data on Data Gathering:  
Designing a Data and Records Repository  
for a Start-up Multidisciplinary Science and  
Technology Research Center"

Ciaran B. Trace  
University of California, Los Angeles  
"Sociological Perspectives on School Records"

What role can theoretical and method-  
ological traditions play in broadening  
understanding of the nature and function of  
recorded information? Reports on ongoing  
doctoral and postdoctoral research at  
UCLA will address the function of records,  
data, and documents in disparate  
disciplinary environments. This session is  
designed for those interested in contempo-  
rary records research, as well as those  
wishing to learn more about how research  
methods and theory can be used to  
understand recordkeeping and its contexts.

**[S][G]** 38. Ethical Conflict in the  
Workplace and Personal Choices

William L. Joyce, Chair  
Pennsylvania State University

John A. Fleckner  
Smithsonian Institution

James M. O'Toole  
Boston College

Karen Benedict  
Winthrop Group

What happens when professionals face  
situations that place them in ethical  
conflicts with their employers? Such  
conflicts often entail personal risk,  
professional risk, and risk to the institution's  
reputation or the reputations of innocent  
colleagues. Three experienced archivists will  
describe situations that have forced them to  
make agonizingly difficult choices. They will  
consider when professionals feel the need to  
speak out, or not speak out, regarding their

institution's policies, and what happens  
when they face unfair comments impugning  
their professionalism years after the fact.

**[S][G]** 39. Central Avenue: Archival  
and Eyewitness Accounts from Black  
Musicians

David Keller, Chair and Commentator  
Washington State Department of Transportation  
"Introduction to the Historical Setting:  
Central Avenue Race, Gender, and Music"

Steven Isoardi  
University of California, Los Angeles  
"Archival Sources on the Central Avenue  
Experience"

Clora Bryant  
"Playing in the Band: A Female  
Trumpetiste's Account of Life on Central  
Avenue and Beyond"

Buddy Collette  
"Central Avenue Remembered: Perspectives  
on Race, Community, and the Music from a  
Jazz Survivor"

Frequently overlooked in mainstream  
histories, Los Angeles's vibrant and  
musically rich Central Avenue scene from  
the 1920s to the 1950s had dozens of clubs,  
employing Lionel Hampton, Nat King  
Cole, Duke Ellington, and T-Bone Walker.  
Come learn how the Central Avenue  
Sounds Project of the UCLA Oral History  
Program is documenting this uncelebrated  
chapter in California's African American  
past. Compelling photographic images and  
plenty of great music complement the first-  
person accounts of jazz legends Buddy  
Collette and Clora Bryant.

**[S][G]** 40. Archives Unplugged:  
Basics of Records Management

Geof Huth, Instructor  
New York State Archives

Archivists sometimes consider records  
management boring. In fact, the work is  
varied and versatile. Records management  
is the systematic control of records in all  
formats throughout their life cycle,  
requiring records managers to design new  
record keeping systems, manage inactive  
records, and understand modern informa-  
tion technology. This session will introduce  
participants to the basics of records  
management, explain why it is important to  
the proper maintenance of all records, and  
demonstrate why archivists should care  
about records management.

Certification programs for both archivists  
and records managers require recertification  
at regular intervals to demonstrate  
continuing professional competency. This  
session will compare and contrast the two  
recertification programs, focusing on the  
value to the profession as well as the  
individual. Speakers also will address  
content areas in the programs and whether  
or not two separate certifications continue  
to make sense in the electronic records  
environment.

**[S][G]** 52. Documenting the Asian  
American Experience: Whose History  
Is It?

Alan L. Bain, Chair  
Smithsonian Institution

Grace Shimizu  
Japanese Peruvian Oral History Project  
"United States Internment of Japanese  
Latin Americans During WWII"

Grace Yoo  
San Francisco State University  
"Surviving the Korean War: Documenting  
Memories of Older Korean Immigrants"

Trangdai Tranguyen  
California State University, Fullerton  
"Vietnamese American Project"

Directors of three major oral history  
projects examine different periods in  
American wartime history from the  
viewpoint of Asian Americans, specifically  
Japanese Latin Americans forcibly deported  
to U.S. internment camps during World  
War II, older Korean American survivors of  
the Korean War, and Vietnamese survivors  
of the Vietnam War. The speakers assess the  
oral histories' archival value compared to  
other types of records for documenting  
government policy, cultural differences,  
community history, and the personal  
experiences of the participants.

**[S][G]** 53. Cultural Sensitivity and  
Intellectual Property in Anthro-  
pological Papers: Ethics and Access

Willow Powers, Chair  
University of New Mexico

Sheree Bonaparte  
National Museum of the American Indian

Alan Ferg  
University of Arizona

Susan McElrath  
National Anthropological Archives

Michael Taft  
Library of Congress

This panel discussion among the  
participants and with the audience focuses  
on issues of cultural sensitivity and  
intellectual property in anthropological and  
folklore collections. How do such ethical  
and legal concerns affect access? How are  
intellectual property, Native American  
sovereignty, and privacy issues different?  
How are they alike? What are the conflicts  
and contradictions for archivists and users?  
Of particular relevance to this discussion  
are field notes, photographs, moving  
images, and sound recordings.

**[S][G]** 54. Reel Preservation

Julie Graham, Chair  
University of California, Los Angeles

Steve Ricci  
University of California, Los Angeles

David Wells  
National Film Preservation Foundation

Alan Stark  
Film Technology Company, Inc.

Karen Glynn  
Duke University

Michael Friend  
Sony Pictures Entertainment

Interest in preserving the moving image for  
its research value and as an art form is  
creating opportunities for preservation  
projects. This session will be a practical  
guide to issues involved in planning and  
implementing cost-effective preservation  
projects, with an emphasis on small-gauge  
film. Topics will include appraisal,  
budgeting, grant applications, working with  
a laboratory liaison, staff training, and an  
update about the National Film  
Preservation Foundation's preservation  
guides for libraries and museums.

**[S]** 55. Practical Approaches to  
Electronic Records Management

Christopher A. (Cal) Lee, Chair  
University of Michigan

Edwin Staples  
Internal Revenue Service  
"IRS Modernization Records Finding Aid  
Project"

Lucy Barber  
California State Archives  
"From Historian to Electronic Records  
Archivist"

Elizabeth Adkins  
Ford Motor Company  
"Electronic Records Management at Ford  
Motor Company — Version 1.0"

This session provides insight into the  
practical considerations of managing  
electronic records in three different settings  
— state government, federal agencies, and  
large corporations — by emphasizing  
pragmatic approaches to problems that for  
many archivists are largely theoretical.  
Participants will discuss moving from the  
role of historian to that of archivist, taking  
custody of more than 90,000 electronic files  
and making them accessible online to users,  
and appraising and accessioning more than  
350,000 records contained in an enterprise-  
wide electronic document management  
system. The chair will close by summarizing  
efforts at other institutions.

**[S][G]** 56. No Project is Too Small:  
Using an RFP as a Model for  
Selecting Archival Vendors

Laurie Banducci, Chair  
Gap, Inc.

Ted Ryan  
The Coca-Cola Company  
"You Can't Get the Right Answer With the  
Wrong Questions: Writing the RFP"

Linda Edgerly  
The Winthrop Group, Inc.  
"Managing Those Great Expectations: The  
Consultant's Role in the RFP Process"

Pat Loughney  
Library of Congress  
"Business Practices in Government: Using  
the RFP Process in the Library of Congress"

Regardless of size, budget, or project scope,  
most archives will need to bring in a vendor  
at some point, for projects as varied as  
preservation, exhibit installation, or  
digitization of a photographic collection.  
Although these projects may be diverse, the  
same vendor selection process can be used  
to set goals and help clarify expectations.  
This session will explain the Request for  
Proposal (RFP) process, favored by many  
organizations, as a way to identify and select  
the most suitable vendor or product.

**[S][G]** 57. On Whose Terms?  
Usability Issues and Online  
Archival Access Systems

William Landis, Chair  
University of California, Irvine

**[G] Science, Technology, and Health Care Roundtable**

This meeting will include a discussion of archival repositories' compliance with the Privacy Rule of HIPAA. Archivists from 3 major academic health centers — Nancy McCall from the Johns Hopkins Medical Institutions, Steve Novak from Columbia University Medical Center, and Tim Pennycuff from the University of Alabama at Birmingham — will each present an overview of the policies their repositories have implemented, and assess how these policies in practice meet the challenges of the HIPAA legislation. There will be opportunity for roundtable members to share information about their own experiences with HIPAA compliance. Regular business will conclude with a "Roundtable Roundrobin/STHC Slam," in which attendees get 3 minutes apiece to pitch their repositories, organizations, projects, products, problems, and ideas.

**[G] Women Archivists Roundtable**

This meeting will include a discussion of issues that affect the status of women within the profession and the Society of American Archivists. The roundtable also provides a society-acknowledged forum for individual members to address issues of concern in this area.

10:00 a.m. – 11:30 a.m.

**[S][E] Closing Plenary Session**

Enjoy opening remarks from SAA's 2004 host and program committee chairs who will comment on the SAA 2004 annual meeting in Boston. Timothy Ericson, University of Wisconsin at Milwaukee, will share his incoming presidential remarks. Following this, David Rumsey will present, "Giving New Life to Old Records: How Innovative Software, GIS, and the Internet Can Make Archives More Useable and Accessible." Using his online map library, [www.davidrumsey.com](http://www.davidrumsey.com), Rumsey will show how a mix of software, cataloging and access schemes, and Geographic Information Systems (GIS) can transform archives into vital public resources. The online archive of the future will be able to create almost any kind of context for its records, both in terms of what the information is combined with, how it is accessed and with what tools, and what the starting

point for access is. Geographical context of records, created with GIS tools, is an excellent example of this and will be demonstrated in the talk. Digitizing historical records is only the first step in unlocking their value — to create a useful and powerful online library of such records requires inventive thinking about software design and how that serves people interacting with records delivered to their computers via the Internet. Multiple uses of online archives create the need for software designs that allow searching, downloading and copying, teaching presentations, publishing, exhibiting, studying, and other uses by such varied participants as scholars, students, teachers, writers, film makers, and the general public. Rumsey will illustrate his talk with examples of new technologies and solutions that meet these challenges, including his recently released 3D GIS, [www.davidrumsey.com/gis/3d.htm](http://www.davidrumsey.com/gis/3d.htm). David Rumsey is president of Cartography Associates, and in 2002, received an Honors Award from the

Special Libraries Association for making his private map collection available to the public via the Internet.

1:00 p.m. – 2:30 p.m.

**[S][E] 51. Recertification: A Recognition of the Joint Mission of Archivists and Records Managers**  
Gregory S. Hunter, Chair  
*Long Island University*

David E. Horn  
*Boston College*  
"Recertification: For the Individual or the Profession?"

John O'Brien  
*Institute of Certified Records Managers*  
"Recertifying the Records Manager: Giving Back and Enhancing Credibility Through the ICRM"

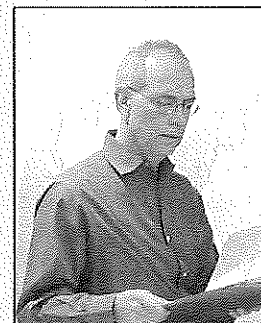
Judith G. Cetina  
*Cuyahoga County Archives*  
"Recertifying the Archivist: Professional Development and the Academy of Certified Archivists"



Peter B. Hirtle  
SAA President



Timothy L. Ericson  
SAA President-Elect



David Rumsey  
Plenary Speaker



Mark A. Greene  
2004 Program Committee  
Co-chair



Christine Weideman  
2004 Program Committee  
Co-chair



Gregor Trimkaus-Randall  
2004 Host Committee  
Chair

3:00 p.m. – 4:30 p.m.

**[S][E] 41. Building the Foundations for Digital Preservation**

Charles Dollar, Chair  
*Dollar Consulting*

William G. LeFurgy  
*Library of Congress*  
"Developing a Preservation Framework for Diverse Digital Content"

Robert Chaddock  
*National Archives and Records Administration*  
"Building the Electronic Records Archives"

Jeffrey Darlington  
*Public Records Office*  
"Practical Experiences in Digital Preservation"

Only recently have some archival institutions received the resources needed to develop broad digital preservation initiatives. To cope properly with the vast quantity of digital objects requiring preservation, it is necessary for these institutions to develop a deep and sophisticated technical infrastructure. The policies and practices needed to construct this infrastructure, however, are still under development. This session will provide reports from three major organizations regarding important progress in building the foundations for large-scale digital preservation.

**[S][E] 42. Architecture of Fantasy: From Hollywood to Hearst to Home**

Sarah Turner, Chair  
*American Institute of Architects*

Kurt Helfrich  
*University of California, Santa Barbara*  
"Lutah Maria Riggs in Santa Barbara and Hollywood"

Nancy Loe  
*California Polytechnic State University*  
"Julia Morgan and San Simeon: Beaux-Arts Goes Hollywood"

Waverly Lowell  
*University of California, Berkeley*  
"Postwar California: The Sunset Fantasy"

Southern California has a style that is uniquely its own. It is reflected in the region's buildings and landscapes and is documented through the careful management of related architectural records. Two women architects who contributed to this unique style were Maria Lutah Riggs, who worked in Hollywood and Santa Barbara, and Julia Morgan, creator of "Hearst Castle."

Later, in postwar California, a new fantasy lifestyle for the nuclear family featuring indoor/outdoor living was based on the development of the California Ranch House.

**[S][E] 43. Mission to Mars: The Documentary Journey of Observation and Exploration of the Red Planet**

Barbara Becker, Chair  
*University of California, Irvine*

Dan Lewis  
*The Huntington Library*  
"The Well-Read Planet: A Brief History of Research on Mars, 1650-1975"

Julie M. Reiz  
*Jet Propulsion Laboratory*  
"Charting the Course: Life Cycle Management of Mars Mission Digital Information"

Documenting human understanding of the planet Mars presents numerous challenges, as demonstrated by the experiences of two archivists who are responsible for Mars collections that span from the seventeenth century, when the distance between Earth and Mars was correctly calculated, to this year when a joint JPL/NASA mission will launch two Mars rovers. These two collections contain a variety of formats, from early paper and vellum to born-digital, which pose a myriad of technical issues affecting their identification, assembly, preservation, and access.

**[S][E] 44. Film Treasures in American Archives: Dancers on Celluloid**

Deborra A. Richardson, Chair  
*Smithsonian Institution*

Snowden Becker  
*J. Paul Getty Museum*  
"Last Chances for Lost Dances: The Evolving Role of Moving Images in the Life Cycle of Performance Works"

Ann Kilkelly  
*Virginia Polytechnic Institute and State University*  
"Mining for Silver: Black Women Dancers in Black and White"

Jeni LeGon  
"Diamonds in the Rough: Memories of Dancing on Film"

Like other archivists, film archivists are guardians of both history and culture. This session explores their stewardship role and the use of film archives to document the work of black women dancers. An archivist will address some general preservation and

access issues surrounding moving images and the future of these images in dance preservation. A performer and theater arts professor will discuss archival film research, and a retired dancer will share her memories of dancing on camera.

**[S][E] 45. Introducing NARA's Access to Archival Databases (AAD) Resource**

Michael R. Carlson, Leader  
*National Archives and Records Administration*

Linda J. Henry  
*National Archives and Records Administration*

The Access to Archival Databases (AAD) resource, released in early 2003, provides users with online access to a selection of electronic records from archival databases preserved in the National Archives and Records Administration. The initial release included more than 30 archival series, with about 400 data files totaling in excess of 100 million unique records. The session will demonstrate how AAD users can search for and retrieve specific records from selected series and data files via the Internet.

**[S][E] 46. Riding a New Archival Wave: International Cooperative Projects**

Thomas Wilsted, Chair  
*University of Connecticut*

Razia Saleh  
*African National Congress Archives*  
"Reaching Across the Atlantic: A Case Study of the University of Connecticut-ANC-University of Ft. Hare Partnership"

Jean Dryden  
*Consultant*  
"Free Trade in Descriptive Standards: The CUSTARD Project"

Luciana Duranti  
*University of British Columbia*  
"The Joys and Pains of International and Multidisciplinary Collaboration: The InterPARES Project"

Improved communication, faster travel, and the breakdown of international barriers have resulted in what we now call globalization, affecting both the profit and nonprofit world. Archives and archivists have not been immune to this trend, and we are increasingly forming partnerships and coalitions to establish standards, develop funding opportunities, and carry out work that crosses international boundaries. Session participants will focus on communication, project planning,

cooperation, goals, and outcomes of international projects on which they have worked.

**[S][G]** 47. **From Daybooks of History to Film at Eleven: The Research Value and Use of Broadcast Journalism Collections**

Carol Bowers, Chair  
*University of Wyoming*

Dan Leab  
*Seton Hall University*  
"What Could Boris Morris and George Orwell Possibly Have In Common? – Who is Louis DeRochemont? – Why Archives Are Important"

Alison Beck  
*University of Texas at Austin*  
"Robert Trout: Iron Man of Radio"

Peggy Bieber-Roberts  
*American University in Cairo*  
"Political Campaigning in Early Radio"

Andrea McCarty  
*WGBH Educational Foundation*  
"Television News Coverage of Boston's African American Community, 1974-1992"

Beginning in the 1920s, broadcast journalism joined newspapers in serving as the "daybooks of history," while giving the public aspects of current events that print media could not capture. This session will examine a relatively overlooked source for contemporary history — broadcast news. Presenters will explore the growing research interest in broadcast news sources, describe who uses the collections and how, and address existing obstacles to wider exploitation of these valuable resources.

**[S][G]** 48. **Spatial Relationships and Arrangement: Signposts on the Road to Original Order**

Sarah R. Demb, Chair  
*International Records Management Trust*

David J. Vecchioli  
*Morristown National Historical Park*  
"Into a Collector's Rooms: Understanding Series Evolution in an Assembled Collection"

Virginia Anne Hunt  
*Harvard University*  
"Putting the (Body) Parts Back Together: Provenance Documentation and Anatomical Specimen Containers"

John W. Smith  
*Andy Warhol Museum*  
"The Art of the Cardboard Box: Andy Warhol's Time Capsules"

Document containers and museum documentation are devices that communicate meaning. Examining the relationships between original containers and their contents enables archivists to understand better the creators of diverse collections, as well as the creation process itself. The speakers challenge our understanding of what defines archival material in collections by delving into the physical spaces inhabited by National Park Service (NPS) manuscript and book collections; specimens in Harvard University's Warren Anatomical Museum Collection; and Andy Warhol's realia, memorabilia, and ephemera.

**[S][G]** 49. **All Together Now: Standardization in the Application of Encoded Archival Description (EAD)**

Kris Kiesling, Chair  
*University of Texas at Austin*

Hannah Frost  
*Stanford University Libraries*  
"Guidelines Counseling: A Comparative Analysis and Evaluation of EAD Implementation Guidelines"

Bill Stocking  
*Public Record Office*  
"Encoding Principles: The Access to Archives Programme and the Research Libraries Group's Best Practices Guidelines"

Fabienne Queyroux  
*Bibliothèque de l'Institut de France*  
"EAD in France: From Translating the Tag Library to National Application Guidelines"

The Encoded Archival Description (EAD) standard is very flexible, facilitating a wide range of encoding practice. To create consistency in searching and displaying finding aids, several consortial projects and the EAD Cookbook have promulgated protocols encouraging standardization internationally. Speakers will report on an analysis of existing guidelines; describe the standardization behind the United Kingdom's Access to Archives Programme (A2A) and the Research Libraries Group's Best Practices Guidelines; and explain how various initiatives are leading to national application guidelines in France.

**[S][G]** 50. **Archives Unplugged: Educational Programs, Publications, and Exhibitions**

Peter J. Blodgett, Instructor  
*The Huntington Library*

As the twenty-first century unfolds, archival and manuscript repositories face a greater need than ever before to rally support from the widest possible array of audiences. Educational programs, publications, and exhibitions represent some of the many activities through which archivists and curators can promote their collections to many different constituencies. This session will review various strategies that can contribute to the development of effective archival outreach efforts for institutions of every type and size.

4:45 p.m. – 6:15 p.m.

**[G]** **International Archival Affairs Roundtable**

This meeting is open to anyone active or interested in archival activities that are international in scope, such as collaborations, hosting of foreign visitors, exchange programs, education or writing projects, or preservation and relief efforts. In Los Angeles, a number of topics that have surfaced over the past year will be discussed. Colleagues who attended the ICA/SAA Business Archives Colloquium are encouraged to attend.

**[G]** **Labor Roundtable**

This meeting will include a discussion by Tom Connors, University of Maryland, on his summer 2002 *Library Trends* article, "Preserving the Historical Record of American Labor: Union-Library Archival Partnerships, Recent Trends, and Future Prospects." Prior to this presentation, roundtable business will be discussed.

**[G]** **Lesbian and Gay Archives Roundtable**

This meeting will include discussions on topics of relevance to lesbian and gay archives.

**[G]** **Local Government Records Roundtable**

This meeting will include a panel-led discussion relative to guidelines for developing an acquisition policy that is intended to provide direction for making acquisition decisions and allocating resources in local government archives.

Local government archivists manage inactive public records of permanent administrative, legal, evidentiary, informational and historical value to their communities. To what extent, and by what means, can local governments recover, compulsorily or otherwise, public records that are currently held privately? To what extent should local government archivists accept, or seek to acquire, private or commercial material for their communities' archives? Sample policies will be available. A brief business session will be conducted at the beginning of the meeting.

**[G]** **Performing Arts Roundtable**

This meeting will include a discussion on topics of relevance to performing arts archives.

**Permanent Digital Archives Liaison Roundtable (PDALR) Organizational Meeting**

This meeting will take place to measure the interest level in forming an SAA Permanent Digital Archives Liaison roundtable which would provide an informal means for members of the Society of American Archivists, and other interested parties, to contact people knowledgeable in the physics, chemistry, mathematics, formats, and management required to create permanent digital archives.

**[G]** **Visual Materials Cataloging and Access Roundtable**

This meeting will include the election of a new vice-chair/chair-elect, discussion of current projects, session proposals for 2004, and the floor will be open to new business.

**[G]** **Women's Collections Roundtable**

This meeting, open to archivists who have holdings concerning or created by women, will include a lively discussion about upcoming projects and collaboration. To add items to the agenda, please e-mail Kate Colligan, katec@pitt.edu or Ellen Swain, eswain@uiuc.edu.

6:15 p.m. – 7:15 p.m.

**[E]** **SAA Annual Business Meeting**

Attend the annual business meeting of SAA which features the executive director's report, the treasurer's report, and other business to be brought before the membership. SAA bylaws stipulate that any resolutions brought before the business meeting for action must be submitted to the Council Resolutions Committee no later than noon of the day preceding the business

meeting. This year's committee members are Frank Boles, Elaine Engst, and Joel Wurl. Resolutions from the floor may be considered by majority vote.

8:00 p.m. – 9:00 p.m.

**[E]** **Awards Ceremony/Cash Bar Reception**

Celebrate the accomplishments of your colleagues at the SAA awards ceremony. Individuals and institutions who have made significant contributions to the archival profession during the past year will be honored. A cash bar reception will immediately follow the ceremony.

9:30 p.m. – 11:00 p.m.

**[E]** **Spotlight on Archives: The Profession as Depicted on the Silver Screen**

Motion pictures influence the views we have of our society — what we think of as reality may be based only on what we have seen in the dark with strangers. Our perceptions of any number of professions — cops, mobsters, terminators, doctors, starship captains — have no doubt been shaped by what is seen on the silver screen. What do films say about the archives profession? Using more than one dozen, wide-ranging film clips, Leith G. Johnson, co-curator of the Wesleyan University Cinema Archives, will show and discuss how archivists, curators, and institutions that preserve the historical record are portrayed, for better or for worse, in movies. The Wesleyan University Cinema Archives collects the papers of people prominent in the motion picture and television industry, fields many reference requests, and works closely with the University's Film Studies Dept. Enjoy this free event to be held at the Century Plaza Hotel and Spa. A cash bar will be available.

**Saturday, August 23**

8:00 a.m. – 9:30 a.m.

**[G]** **Archival History Roundtable**

This meeting will include two research papers on topics of interest in the history of archives. There will also be a short business meeting and time for questions and answers.

**[G]** **Archives Management Roundtable**

This meeting will include a presentation, "Bend, Don't Break! Workplace Wellness Issues for Archivists," designed to examine

proactive strategies for handling job-related stress. Daria D'Arienzo, Amherst College, will chair the session and the speakers will include Nancy Freeman, National Wildlife Research Center; Virginia K. Peterson Rigby, North Harris County Community College; and Casey Edward Greene, Rosenberg Library. The second half of the meeting will be devoted to developing session proposals for the SAA annual meeting in 2004.

**[G]** **Architectural Records Roundtable**

This meeting will include discussion on topics relevant to architectural records.

**[G]** **Encoded Archival Description Roundtable**

This meeting will include a presentation by Angelika Menne-Haritz, director of the Federal Archives, Berlin, Germany who will discuss EAD in Germany and new software tools for authoring and transforming online-finding aids.

**[G]** **Privacy and Confidentiality Roundtable**

This meeting will include a discussion of privacy & confidentiality issues in the news, recent related publications, and an in-depth discussion of the unique confidentiality requirements and restrictions placed on military operations and POW debriefings and how they affect your freedom to access this information. New eyes, old eyes, perhaps even all eyes on the keyhole: Join the Privacy and Confidentiality Roundtable to discuss these issues.

**[G]** **Records Management Roundtable**

This meeting will include a presentation by Helen Streck, consultant and ARMA International Board member, entitled "Reality Bytes" which will focus on the role of electronic records in the organization, the pitfalls of not adequately addressing the issues in both daily and disaster planning, and an examination of the key technical and practical issues to include in policy and procedural design. This discussion will be followed by a presentation led by Steve Gilheany, Archive Builders, entitled "What Archivists Should know about Digital Media" which will focus on opening a dialog among archivists, records managers, and archival scientists concerning the longevity of the media, identifying problems with it, and an overview of the long-term issues of storing permanent records or those with vital or long-term retentions.