Georgia Archive

Volume 5 | Number 2

January 1977

Archive Notes

Ann Pederson

Georgia Department of Archives and History

Follow this and additional works at: https://digitalcommons.kennesaw.edu/georgia_archive

Part of the Archival Science Commons

Recommended Citation

Available at: https://digitalcommons.kennesaw.edu/georgia_archive/vol5/iss2/8

This Article is brought to you for free and open access by DigitalCommons@Kennesaw State University. It has been accepted for inclusion in Georgia Archive by an authorized editor of DigitalCommons@Kennesaw State University. For more information, please contact digitalcommons@kennesaw.edu.
** In a Spring issue of The Chronicle of Higher Education (April 11, 1977), Beverly Watkins reported that periodic relicensing is becoming more common in many of the professions. Professionals are kept abreast of new knowledge in their field by taking a certain amount of course work. So far, continuing education is required by various states for eleven professions. Though these professions are mostly medical, such other professions as CPA's, lawyers, real estate personnel, and social workers also require periodic relicensing. One expert believes that concern for maintaining high quality in professional continuing education programs has led to more accreditation activities.

** Archivists are not presently required to be certified, but librarians are. Continuing education is also emphasized for librarians; and if the above article applies, recertification may become necessary for them. The Society of American Archivists has recently issued a draft proposal for the creation of a program for archival certification from its Education and Professional Development Committee. The draft proposal is reprinted from the SAA Newsletter. Comments concerning the proposal should be addressed to the SAA, Library, Box 8198, University of Illinois at Chicago Circle, Chicago, Ill. 60680; or to the SGA, Box 261, Georgia State University, Atlanta, Ga. 30303.

A DRAFT PROPOSAL

I. Board for Archival Certification

A. The Board for Archival Certification (BAC) is responsible for the certification of archival education programs, the development and administration of the archival certification examination, and the administration of the short-term program for certification of practicing archivists.
B. The BAC will consist of 5 members, one selected by the Committee on Professional Standards, one by the Committee on Education and Professional Development, and three by the Council of the Society of American Archivists.

C. The term of service on the BAC will be three years, with the exception of the initial BAC, on which one member will serve for one year, two members for two years, and two members for three years. The determination of which initial members will have the one, two, and three year terms will be by lot.

D. The BAC will choose its chairperson from among the members.

E. Three members of the BAC will constitute a quorum.

F. Decisions of the BAC will be by majority vote, and minutes shall be kept of all BAC meetings.

II. Initial Certification

A. An individual may be certified if he/she successfully completes a certified archival training program.

B. An individual may be certified if he/she successfully completes the archival certification examination administered by the Society of American Archivists.

C. An individual may be certified if he/she has been a practicing full-time archivist/manuscript curator for a period of not less than two years on the date the certification program goes into effect.

III. Certification Based on Education

A. Archival education programs will be certified in accordance with the standards adopted by the Society of American Archivists.
B. Upon the successful completion of the curriculum by one or more students, the instructor will submit their names to the BAC for certification. The BAC will vote on the certification no later than 60 days after receipt of the request.

IV. Certification Based on Examination

A. The BAC, or its designees, will develop an examination covering the five archival functions, i.e., the nature and definition, acquisition, processing and conservation, use and administration of archives, as outlined in Program Standards for Archival Education.

B. The examination will be given not less than twice each year. The BAC will choose the locations at which the examination will be given and will set the test dates.

C. The dates and places of the examination will be announced not less than three months in advance of the test date. Applicants must register for the examination no later than 30 days in advance of the test date.

D. The BAC may establish a reasonable registration fee for the examination.

E. The BAC will establish procedures for administration of the examination.

F. Completed examinations will be forwarded to the BAC within 48 hours following the examination. The BAC will appoint examiners to grade the papers, with each examiner assigned a specific question or questions to grade on all papers to provide uniform markings. The examiners will prepare a written report of their findings and submit it to the BAC within 30 days following the examination.

G. The BAC will vote on certification within 30 days following the report of the examiners. The BAC may certify all, none, or some of the applicants.
V. Certification Based on Experience

A. An applicant for certification based on experience will submit evidence of continuous full-time employment or its equivalent as an archivist/manuscript curator for not less than one year prior to the date on which the certification program goes into effect.

B. If the BAC finds the evidence submitted sufficient to establish one year of continuous full-time employment or its equivalent as an archivist/manuscript curator, certification will be approved.

C. The BAC may, in exceptional circumstances, vote to grant certification to persons whose job titles have not be "archivist" or "manuscript curator" but whose work has been substantively archival.

D. The BAC will vote on applicants within 60 days of receipt of the application.

E. Certification based on experience will be available for only two years following the date on which the certification program goes into effect. Thereafter, all certification will be through education or examination.

VI. Notification

A. Within ten days following the action of the BAC, each applicant for certification will be sent the result of his/her application.

B. Each certified archivist will be given a certificate, attesting to the certification and the date of that certification, and signed by the chairperson of the BAC and the president of the Society of American Archivists.

C. A list of newly-certified archivists will be published annually in the American Archivist.

D. The Society of American Archivists will maintain a roster of certified archivists.
E. An applicant failing certification may re­peal the examination until successful.

VII. Appeal

A. No later than thirty days from the date of receipt of notification of an adverse deci­sion, an applicant may notify the President of the Society of American Archivists of his/her intention to petition for review of the decision, and not later than sixty days from the date or receipt of notification of an ad­verse decision, shall submit documentation supporting such petition.

B. The President of the Society of American Archivists, with the approval of the Council of the Society, shall then appoint a hearing panel of five persons, none of whom shall be members of the BAC.

C. A hearing on the petition shall be held at a time and place mutually convenient to the panel and the petitioner, and shall be con­ducted in accordance with due process.

D. The panel will state its decision in writing, and that decision will be final.

VIII. Duration

RESERVED

IX. Revocation

A. Revocation of certification may be undertaken by the BAC at any time it determines there is just cause.

B. A person whose certification is under revoca­tion review by the BAC will be notified of the pending action and will be given a writ­ten statement of the basis for the action. No public disclosure of the review will be made at this time.

C. The person will be given thirty days to file a response to the BAC statement.
D. After thirty days have elapsed, if no response from the person is forthcoming, revocation will become final. If a response is received, the BAC will reconsider the question and make a final determination.

E. The person will be notified promptly of the BAC's decision.

F. Appeal of revocation may be undertaken in accordance with procedures outlined in VII above.

Under the Arts, Humanities and Cultural Affairs Act of 1976, the National Endowment for the Humanities has begun a Challenge Grant Program to encourage a broader base of private support for cultural institutions. Grants from NEH are to be matched 3:1 by private citizens, foundations, corporations, states, municipalities or civic groups, and are to be used for basic operating expenses: defraying deficits, renovation, equipment and materials, maintenance and conservation of collections, etc. For further information contact: CGP, NEH, Mail Stop 351, Washington, D.C. 20506.

HISTORY NEWS, the monthly publication of the American Association for State and Local History, is interested in knowing how various archives go about identifying the subject matter of old photographs. Are they placed on bulletin board with requests for information, advertised in the local newspaper or just identified by local patrons? Send them your ideas: AASLH, 1400 Eighth Ave., S., Nashville, Tn. 37203. Your ideas will be published in History News.

In a 7-2 decision handed down on June 28, the Supreme Court upheld the constitutionality of the Presidential Recordings and Materials Preservation Act, the
law which placed former President Nixon's papers and tapes in government custody. Past issues of the Society of American Archivists' Newsletters carry full coverage of the events leading up to the decision. Copies of the complete package of the majority and dissenting opinions of the Supreme Court are available to interested members from the office of the SAA.

** The National Endowment for the Humanities has awarded a two-year grant to the Committee for the Preservation of Architectural Records. The grant will enable the committee to locate, identify, and make accessible architectural records currently housed in libraries, archives, architects' offices, clients' houses, closets, and cellars. The Committee also offers advice and guidelines to local and state groups interested in the preservation of architectural records. For information, advice, or a copy of their newsletter write: Catha Grace Rambusch, Executive Director, Committee for the Preservation of Architectural Records, 15 Gramercy Park South, New York, N.Y. 10003

** The Billy Graham Center at Wheaton College announces the acquisition policy of its Archives. The collection will include the records of Dr. Graham, his co-workers, his evangelistic association and its subsidiaries. In addition, the Archives will seek to acquire records of twentieth-century American Protestant evangelists, missionaries, mission boards and associations, evangelistic organizations, and special congresses and conferences. Individuals desiring more information about the Center's collecting policy or wishing to donate records may contact Robert Shuster, Billy Graham Center, Box 607, Wheaton College, Wheaton, Ill. 60187.

** Of the 148 oral history interviews conducted by the Richard B. Russell Memorial Library, 47 have been released for use. These interviews include prominent senators associated with Senator Russell, his aides, his family and others. Contact Max Gilstrap, Russell Library, Athens, Ga. 30602.

** Records of the Ecological Society of America (ESA) have been placed in the University of Georgia
Archives. Included in the collection is correspondence of Institute of Ecology Director Dr. Eugene P. Odum when he was president from 1964 to 1965. Records of the current president, Dr. Frank B. Golley, records from past presidents, and records of current officers will be retired to the Archives.

** A new resource for scholars: "The YWCA Archives" is now available as the result of a grant to the National Board of the Young Women's Christian Association of the USA from the National Endowment for the Humanities. The project, through which the YWCA is organizing its extensive archival holdings, will make available to researchers, writers, and graduate students, on written application, collections which document the development of an American woman's voluntary organization as it grew from a Protestant grass roots movement in 1858 to a widely diversified two million member/participant institution today. Information may be obtained by writing the National Board YWCA Archives Project, National Board, YWCA, 600 Lexington Ave., New York, N.Y. 10022.

** It took the touch of a woman historian to place the proper Spanish accent on Georgia's history. And the work of other women--archivists--will ensure that the accent will not be lost. The late Mary Letitia Ross, a historian reared in coastal Glynn County and educated at the University of California, Berkeley, pioneered the study of Georgia's first European colonists, the Spanish. Her legacy--a collection measuring about 120 cubic feet and including correspondence, research notes, photographs, reports on Spanish activities in America, other archival documents and books--both in English and Spanish--is now housed in the Georgia Department of Archives and History. Through the efforts of Carroll Hart, Archives director and personal friend of Miss Ross, this valuable collection was brought from Miss Ross's Brunswick home to the Archives for preservation and processing. Through a grant from the National Endowment for the Humanities, the Archives received funds for processing the collection and producing a finding aid. Johanna S. R. Mendelson, a Latin American historian from Washington, D.C., is arranging and describing the collection and beginning preparation for a published finding aid.
The July 1977 Newsletter of the SAA reported that a recent survey by Michael Kohl, Rhode Island College, a member of SAA Finding Aids Committee, indicates that less than half of the volume of collections acquired by the 160 responding repositories is reported anywhere. The institutions reported accessions most often in publications connected with the repository. Local media, journals of national scope, and journals of regional or topical interest were used for about one-fourth of the repositories' accessions reports. An important difference was indicated between reporting practices of historical societies and colleges and universities. The former relied primarily on local media and publications connected with the repository, while the latter, although using repository connected publications, also often sent reports to national and regional journals. The Finding Aids Committee is attempting to encourage the reporting of accessions by developing a standard format acceptable to the major journals.

** The Society of American Archivists announces an archival security consultant service as part of its comprehensive archival security program. The program is supported by a grant from the National Endowment for the Humanities. The consultant service has been designed to assist repositories in the planning and implementation of their own security program. Consultants have been selected for their knowledge of archival administration as well as security procedures and will provide concrete assistance in designing reading rooms, establishing staff security procedures, and in convincing the public of the seriousness of the problem. The consultant service is run on a cost-sharing basis. The SAA Security Program will pay for the professional fees charged by consultants. Repositories will be expected to pay for consultants' travel, and room and board expenses during their two-day visits. Write the SAA Archival Security Program, Library, Box 819, University of Illinois at Chicago Circle, Chicago, Ill. 60680.
** The North Carolina Supreme Court, in a ruling handed down on June 13, 1977, found in favor of the state in a two-year-old replevin case. In 1767 and 1768, William Hooper, who later signed the Declaration of Independence on behalf of North Carolina, was the attorney for the King. As the King's attorney he signed and filed in the King's court for the District of Salisbury, N.C., two indictments. In February 1975, the State of North Carolina instituted a civil action against a private collector of manuscripts, B. C. West, Jr., to recover possession of the indictments. The State alleged that it was the lawful custodian of and had the right to possession of all public records of the State of North Carolina. West admitted possession of the documents but denied the state's right to them. The June ruling overturned a lower court ruling in favor of West.--Condensed from SAA Newsletter, July 1977.

** The AB Bookman's Weekly, in cooperation with the Antiquarian Booksellers Association of America, announced plans to donate a special section of the journal to reports of missing or stolen books. Any dealer, library, archival repository, or collector can submit brief descriptions of the missing items along with the name, address, and telephone number of the contact person for a charge of $1.00 per line listed. Send notifications marked "Missing Books" to AB Bookman's Weekly, Box AB, Clifton, N.J. 07015.

** The Newsletter of the Georgia Folklore Society (Vol. I, No. 3, July 1977) reports that there will be a team of professional folklorists from the American Folklife Center, Washington, D.C., in the Tifton area this summer. The group will be collecting information about every facet of folklife and work in South Georgia. A media specialist will join the group at the end of their six-week research project to photograph and record the materials collected, which will be housed at the Arts Experiment Station, Abraham Baldwin Agricultural College, Tifton. For information contact Mrs. Syd Blackmarr, Box 45, ABAC Station, Tifton, Ga. 31794.

** In an effort to document the history of southern women, the Women's Records Project of Georgia is developing a program to assist regional voluntary women's
organizations in writing their histories, identifying and organizing their historically valuable records, and working with local depositories to make their records available for research use.

The Project will include media presentations on women's roles in society, the publication of articles on women's history, and the development of guidebooks on identifying records, working with archives and depositories, writing histories and conducting oral history programs.

Ann Pederson, the Project's Director for Archives, says the Project is currently seeking funding for state-wide workshops that will emphasize the importance of collecting the records of voluntary organizations, and discuss archival practices that organizations should adopt to prepare their records for presentation to depositories. In addition, the Project is developing a list of depositories that have expressed interest in housing the records.

According to Pederson, depositories have not previously solicited the records of voluntary organizations because the records tended to be disarranged and incomplete. However, depositories are expressing interest in receiving the records of organizations which are assisted by the Women's Records Project. For further information, contact Women's Records Project of Georgia, Suite 16DE, 200 W. Peachtree St., N.W., Atlanta, Ga. 30308.

** The Society for Industrial Archeology's slide-film presentation on the rehabilitation and re-use of obsolescent industrial structures has been so well received and so much in demand that the Society has had the program converted to 16mm color film. It may be purchased for $200 from Courtney Fisher, SIA Treasurer, the Blair House, Warren, Vermont 05674; or rented for $15 from Anderson Notter Association, SIA Film, 77 Washington Str. North, Boston, Mass. 02114.

** The first seven slide/tape training programs in the new American Association for State and Local History series, "Conservation Techniques for Historic Houses,"
are now available on a rental or sale basis. The pro-
grams are self-contained units, each consisting of a
carousel of slides, cassette, script, printed supple-
mentary materials, and pertinent product samples. They
rent for $10 each, including one-way postage, and sell
for $65 each. The seven programs now available are:
"Reading a Building: Colonial," "Reading a Building:
Adobe," "Overall Planning for Historic House Restora-
tion," "Victorian House Paint Colors: Exterior," "Wall-
paper and the Historic House," "Curatorial Care: The
Environment," and "Curatorial Care: Wooden Objects."
Inquiries should be addressed to the Media Division,
AASLH, 1400 Eighth Ave. South, Nashville, Tn. 37203.

**
The Newberry Library and the Chicago Historical
Society announced a series of workshops in community
history that will run through the next academic year.
Each session will consist of six days of study and a
range of topics including writing community history,
problems in analysis and interpretation of historical
documents and artifacts, and oral history and its uses
in community history. Tuition for the workshops is $75.
National Endowment for the Humanities Funds will be
available for travel and lodging for those from outside
the Chicago area. Information and application forms are
available from: Workshops in Community History, The
Newberry Library, 60 West Walton St., Chicago, Ill.
60610.

**
The National Endowment for the Arts announces
the Work Experience Internship Programs for 1978. The
thirteen-week programs are designed to acquaint partici-
pants with the policies, procedures, and operations of
NEA and to give them an overview of arts activities in
this country. Activities are planned to provide a de-
tailed knowledge of the programs of NEA, including
policy development, grant-making procedures, and admin-
istration. Internships will be awarded on a competitive
basis. Grants will include a stipend of $2,320 plus
travel. Requests for application forms should be ad-
dressed in writing to: Intern Program Administrator,
Mail Stop 557, National Endowment for the Arts, Wash-
ington, D.C. 20506.
** A scholarship to encourage studies related to historic preservation will be given for the first time this year by the Georgia Trust for Historic Preservation. The scholarship is for the purpose of study in a college or university in the State of Georgia and is open to both graduate and undergraduate students majoring in historic preservation or such related fields as archaeology, architecture, art history, cultural history, landscape architecture and planning. Information about the scholarship and donations to make the fund permanent may be obtained or sent to Scholarship Committee, Georgia Trust for Historic Preservation, 9 Baltimore Place, N.W., Atlanta, Ga. 30308.

** The Comprehensive Employment and Training Act (CETA), a 1973 law aimed at creating public service jobs for the unemployed can provide important support to local institutions—including archives and libraries. The funds are administered through cities, counties, and/or regional government bodies. Check with local governments for information.

Beginning with the winter issue, the quarterly Newsletter of the Society of Georgia Archivists will carry announcements of job vacancies and advertisements asking for volunteers. Send your notices to Newsletter Editor, Box 261, Georgia State University, Atlanta, Ga. 30303.