



ACA News

Issue 49

February/March 2005

Special points of interest:

- There's still time to apply for a Travel Award!
- Earn credits by participating in the 5th Annual Item Writing Workshop
- A significant number of archivists in the United States are certified

Inside this issue:

Travel Award	2
Speaking of Archives	3
A*CENSUS Applied to Certified Archivists	5
Secretariat Moves	5
Learn and Earn!	7
ICA in Vienna	7
Calendar	8

A*CENSUS Report

A special "thanks" to the 5,620 individuals who participated in Archival Census and Educational Needs Survey in the U.S. (A*CENSUS). The response rate more than triples the number of people who responded to the

last comprehensive survey of individuals working with archives and manuscripts in the United States, which was conducted in 1982.

Here are some highlights.

What is your gender?

The archival profession has experienced a significant shift in gender in the last half century. The A*CENSUS survey indicates that the ratio of women to men is now approximately 2:1. This is almost a mirror image of

Continued on Page 6

Salary Study in Canada

The Professional Institute of the Public Service of Canada (PIPSC) surveyed the salaries of archivists in Canada in 2004 in preparation for collective bargaining on behalf of Library and Archives Canada (LAC) archivists. PIPSC gathered data on the salaries of archivists working outside the federal government, curators and historians in national museums, and related heritage professionals with the federal public service. Analysis of this data revealed that LAC archivists were underpaid by about \$14,000 a year, or 25%, in comparison with their colleagues in other archives and heritage professions, and that the institution could no longer attract trained archivists.



Attendees at the Annual Meeting in Boston in 2004

Salaries of Archivists

PIPSC focused its research on archivists employed by provincial archives and university archives. Provincial archives are the next closest in size and scope of responsibilities to the LAC while university archives have a strong research component and professional tradition that made them useful for comparison. Provincial and university archives too have suffered in varying degrees from the same cost-cutting imperatives that have affected the LAC and other agencies depending upon the public purse. To ensure fair comparisons, PIPSC restricted the survey to archives that, like the LAC, demand a master's degree for employment as an archivist. More specifically, PIPSC attempted to compare

Travel Award Still Available!

The Academy of Certified Archivists has established the “ACA Travel Assistance Award” to assist those who might not have the financial means to get to an exam location. The ACA will consider applications for this award annually. For this year only, the **APPLICATION DEADLINE is May 1, 2005.**

For the winner of the award, the ACA exam application fee of \$50 will be waived, plus support of up to \$200 in related travel expenses, such as airfare, hotel, and child care expenses, to and from the closest exam site to the test-taker’s home, will be reimbursed by the ACA.

To be eligible for the ACA Travel Assistance Award, a candidate must be otherwise qualified to sit for the CA exam, and:

Applications are accepted from first-time test-takers only. Applications from recent graduates of masters programs and those applying for provisional status in the Academy are especially encouraged to apply. Students who have not graduated from a masters program, but will become eligible to take the examination by graduating between the date of application and the examination date, may apply.

HOW TO APPLY:

Submit a current resume, a cover letter including a statement of the expected benefits of becoming a certified archivist, a short statement of financial need, and an estimate of related travel expenses, together with a letter of reference from a person with knowledge of the applicant’s work experience or educational program, to:

ACA Travel Assistance Award Committee

c/o ACA Secretariat
90 State St., Suite 1009
Albany, NY 12207

Salaries Continued from Page 1

working-level archivists with 6 to 12 years experience, erring on the side of caution in its interpretation of collective agreements and pay scales.

The figures revealed a stunning disparity between the LAC (and a few other have-not archives) and the leading Canadian archives. PIPSC found that the national average salary for a working-level archivist is \$67,147 as compared with \$52,846 for an LAC archivist; for a difference of 27.1% or about \$14,300 per year. Although the LAC is the largest employer of archivists in Canada, PIPSC concluded that it is not an employer of choice in terms of compensation. The BC Archives was the only major institution that paid less; it has been savaged in recent years by the provincial government.¹

Salaries in Museums

PIPSC also surveyed the salaries of curators and historians in the national museums and galleries. These institutions compete with

archives for experts with post-graduate university degrees in the cultural and heritage sectors. Professional archival skills and knowledge are portable and in demand by a variety of cultural institutions.

Museums perform many functions similar to archives: acquisition and identification of historical material, description or cataloguing of records or artifacts, creation of interpretive exhibitions, and dissemination of knowledge. Curators in the national museums, which are now independent agencies, were at one time classified in terms of pay scale along with LAC archivists in Historical Research (RE-HR) category, making the comparison of salaries today particularly instructive.

The survey by PIPSC revealed that curators at the national museums receive an average salary of \$65,855; about 24.6% or \$13,000

per year more than LAC archivists. These figures were surprisingly close to the difference found between LAC archivists and their counter-parts at provincial and university archives.²

“Professional archival skills and knowledge are portable and in demand...”

Salaries in the Public Service

The salaries of LAC archivists’ closest colleagues in the federal public service also came under the microscope. PIPSC examined the salaries of related professionals whose positions similarly demand a post-graduate university degree: librarians in the federal government, archaeologists and historians at Parks Canada, historians at the Department of Justice, strategic analysts at the Department of National Defence, and researchers and archivists for the Senate and House of Commons. The average salary for these groups worked out to \$66,388, about 25.6% or \$13,500 per year more than LAC archivists.

Salaries Continued from P.2

The Parks Canada historians were of particular interest to PIPSC because they had originally been classified at the same RE-HR 2 level as LAC archivists. In March 2003, Parks Canada reclassified all of its historians up one level to the RE-HR 3 level, giving them a salary of \$60,992, or an \$8,100 increase. The historians also received four years of back pay to 1 April 1999, the date when their archaeologist colleagues had been similarly reclassified from RE-HR 2 to RE-HR 3. In the context of the creation of the new Library and Archives Canada in 2003, the salaries of librarians were of great interest to PIPSC. In a previous classification exercise, the Treasury Board had rated LAC archivists equivalent to librarians (LS 3) whose pay is \$13,400 per year more than the archivists' salaries.

Perhaps most surprising in the

findings by PIPSC was that social science support staff at LAC were often paid salaries equal to or higher than those earned by the archivists whose work they supported. Archivists with masters degrees and doctorates were paid roughly the same as support staff without university education. An independent consultant's study had found evidence to suggest that LAC was avoiding the creation of new archivist positions (RE-HR) and instead using the social science support classification (SI) to staff new positions. Given this scenario, the consultant concluded that archivist work at LAC was "essentially a dead end."³

Conclusion

While reports by previous Human Resources consultants had hinted at an attrition crisis within LAC, the findings by PIPSC confirmed that crisis and linked it to poor compensation. Archivists were leaving archivist positions at the LAC in

droves for better-paying non-archivist positions in LAC and positions outside it in the public service, academia, museums, and other archives. In 2000, for example, archivists accounted for 37% of departures in spite of comprising only 17% of the staff. The major recruitment initiative launched in 2001 produced over 809 applicants but only identified 45 qualified candidates among them (many of whom still required a significant program of in-house training). The LAC staffed 23 vacant archivist positions from this list, but seven of these new recruits left archival work at LAC within two years of having started. Projected

into the future, this data suggests that LAC will need to mount a recruitment campaign every two or three years to compile a list of 40 qualified candidates just to maintain the present strength of about 108 archivists. PIPSC observed that recent university graduates would likely continue to opt to learn the archival trade at LAC before moving on to more remunerative positions in other archives. Trailing other institutions in salaries by about 25% or \$14,000 per year, PIPSC concluded that Library and Archives of Canada faced a deepening crisis in the recruitment and retention of qualified archivists and that it must take vigorous action immediately to raise levels of compensation.

Rob Fisher, Library & Archives Canada

1 The archives surveyed included the Archives of Ontario, Archives nationales du Québec, Provincial Archives of Alberta, British Columbia Archives, Saskatchewan Archives Board, Dalhousie U., Université de Montréal, York U., U. of Manitoba, U. of Alberta, U. of Victoria, and U. of British Columbia.

2 National museums included the Canadian Museum of Civilization, Canadian War Museum, National Gallery of Canada, Canada Science and Technology Museum and Canada Aviation Museum.

3 IBM, "Diagnostic Review of Historical Research Classification Standard," Final report (17 January 2003), pp.9 and 22.



Over 600 SSA members share professional wisdom and experience through workshops, annual meetings, newsletter, e-news service, and more.



Sarah Canby Jackson, Chair, Nominating Committee at the Board of Regents meeting in Boston, August 4, 2004

Speaking of Archives

Would you like to help advance the archival profession and advance yourself professionally at the same



Laura McLemore, Regent for Outreach, at the Board of Regents meeting in Boston, August 4, 2004. Laura is responsible for the Speaker's Bureau.

time? Have you been asked to give a presentation about certification but feel you need more information? The Academy of Certified Archivists can help. The ACA Speaker's Bureau packet supplies information about the history and structure of the Academy, the certification exam, and role delineation. It provides a rationale for certification and an outline for presenting your own experiences as a certified

archivist. The free-standing, traveling display available from ACA and brochures directed to archivists and to employers can enhance your presentation by providing visuals and an extended message.

Those who have made presentations on certification recently report positive experiences. One used the Speaker's Bureau packet as the basis for a lead-off talk he gave at an ACA Prep Workshop held last spring at the University of Southern California. The purpose of the workshop was to give prospective candidates for the ACA Certification Exam an idea of what ACA is all about and highlight topics that would be covered by the exam. The presenter did a mix of adlibbing, based on his own remembrances and experiences, and reading directly from the Speaker's Bureau material. He found the information on role delineation particularly helpful. "I think it is great to have the Speaker's Bureau material as the foundation," he reported, "but also be able to personalize it as well." On the east coast more recently, another member of the Academy

used the traveling display for a presentation to a group of sixteen archival management students. The presentation generated a number of questions from the audience, who also took brochures away with them, some indicating that they planned to take the certification exam after they graduated.

As these two examples show, you can make a difference to those who may be new in the profession or new to certification and grow professionally yourself through the experience. Besides being personally satisfying, such presentations earn you credit toward certification maintenance. The Academy of Certified Archivists gives you tools to help you speak of archives. Visit the Speaker's Bureau at <http://www.certifiedarchivists.org/html/pdf/speakersbureau.pdf>. To reserve the traveling display and obtain brochures, contact ACA Regent for Outreach, Laura McLemore, at lmclemor@pilot.lsus.edu.

Laura McLemore, Regent for Outreach

"You can make a difference to those who may be new in the profession or new to certification"

Speaking Up!

On February 10th I gave a talk about being an archivist to the student chapter of SAA at Simmons College in Boston. Almost two dozen students attended. I gave them many recommendations about becoming an archivist, including that they should become Certified Archivists. During the question and answer period, about

half of the questions were about certification. The students learned a lot about certification and, afterwards, some came up to me to say that they wanted to take the exam at some point in the future.

A few weeks before the event I contacted the Academy of Certified Archivists headquarters about sending me the ACA traveling display case. It was easy to set up and looked nice. After my talk, a few

of the students came up and took copies of the brochure about the ACA that comes with the display. I encourage other Certified Archivists to speak to archival students about what it takes to become certified and why it is important to do so. It was easy to get the traveling display case and it was a nice prop to have. You can arrange to get it by contacting Laura McLemore above.

Mott Linn

A*CENSUS Applied to Certified Archivists

Notes: All of the above are voluntary certification programs for individual professionals. In none of these programs does certification require membership in the national professional association.

The membership figures for the Academy of Certified Archivists and the Society of American Archivists are from the data submitted for the A*CENSUS. The other figures were compiled in December 2004 and January 2005 from the websites of or personal communications with staff of the various associations.

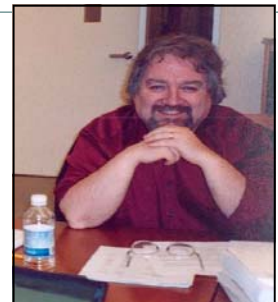
The numbers marked with an asterisk (*) were identified as estimates.

Anne Diffendal

Number Certified in Selected Professions				
Certification Association	Number Certified	National Professional Association	Number of Members	Proportion Certified to National Membership
Academy of Certified Archivists	765	Society of American Archivists	2913	26%
Institute of Certified Records Managers	692	ARMA International	10,000*	7%
Certified Association Executive Program	3000*	American Society of Association Executives	13,600*	22%
Academy of Health Information Professionals	1155	Medical Library Association	3600	32%
Certified Fund Raising Executives International	4000*	Association of Fund-raising Professionals	25,000*	16%
Certified Veterinary Practice Managers	103	Veterinary Hospital Managers Association	1082	10%
Board Certified Entomologists	394	Entomological Society of America	6000	7%

Secretariat Moves Office

Capitol Hill Management Services has moved its office. The new address is 90 State Street, Suite 1009, Albany, NY 12207. The telephone number and extensions will remain unchanged: (518)463-8644, and fax: (518)463-8656.



Steve Grandin, ACA Secretariat

A*Census Continued from Page 1

the gender distribution reported in Ernst Posner's 1956 survey of SAA members, in which 67% were men and 33% were women.

What is your age?

It's easy to spot the Baby Boom generation moving through the profession! Forty percent of all A*CENSUS respondents are between the ages of 45 and 59. (*Note:* Age was one of the last questions in the survey and not all respondents completed the entire form, so these results add up to less than the number of total respondents.)

Position type

This was the very first question in the A*CENSUS survey. It is notable that only slightly more than half of all respondents define themselves as archivists or manuscript curators. This supports findings in surveys conducted by other organizations in the last few years that many individuals working with historical records actually work in another profession or occupation.

Salaries

The salary data in the table below was calculated using "approximate means" as described in the A*CENSUS [Background and Technical Notes](#) document available on the A*CENSUS website.

Table 2. Approximate mean salaries, all respondents

Approximate mean age, all respondents = 48.7 years. Mean year in which all respondents started first archival job = 1990.

All Respondents	Male	Female	Rather Not Say	Total
Less than \$20,000	23	84		107
\$20,000-\$29,999	113	282	4	399
\$30,000-\$39,999	248	650	11	909
\$40,000-\$49,999	302	573	12	887
\$50,000-\$59,999	226	338	6	570
\$60,000-\$69,999	177	198	1	376
\$70,000-\$79,999	144	125	2	271
\$80,000-\$89,999	65	49		114
\$90,000-\$99,999	44	27		71
\$100,000 and over	66	46	1	113
Total	1,408	2,372	37	3,817
Approx mean salary, all respondents	\$54,787	\$46,151		\$49,329

If you would like to learn more about A*CENSUS and its results, see the A*CENSUS Web page at <http://www.archivists.org/a-census/index.asp>. If you have questions, please contact Jodie Strickland, A*CENSUS Project Assistant, at SAA Headquarters, 312-922-0140 or jstrickland@archivists.org.

Final Report

We expect to submit a final A*CENSUS report in the Summer of 2005. In addition to a general analysis, the final report will feature special reports in five key areas:

Graduate Education (prepared by Elizabeth Yakel and Jeannette Bastian); Continuing Education (prepared by Nancy Zimmelman); Diversity (prepared by Brenda Banks); Leadership (prepared by Susan Davis); Certification (prepared by Anne Diffendal)

Public Use Data File

A public use version of the A*CENSUS data will be made available to anyone who would like to do analysis of the results on their own. It is expected to be available in early 2005.

The above text taken from Preliminary Report #2 prepared by Vicki Walch, A*CENSUS Principal Research Consultant.

Learn and Earn!

Learn how the certification examination is created and earn recertification credits by participating in ACA's fifth annual Item Writing Workshop. The half-day workshop will take place at the Society of American Archivists meeting in New Orleans, LA. All Certified Archivists can participate. They will be guided through the rigorous process of developing questions for the ACA database of questions from which the certified archivist examination is constructed.

The ACA Examination Development Committee (EDC) will conduct the workshop on Thursday,

August 18, 2004, from 9:00 am to noon. At the beginning of July, participants will receive informational materials to use in drafting questions in advance. Items resulting from the workshop will be submitted to the EDC for consideration. Previous question-writers have found the process to be a challenging and rewarding learning experience. Earn five (5) archival recertification credits upon successful completion of the workshop. There is no cost to participate.

This is an excellent opportunity to learn about the standards and procedures supporting the examination, while trying your hand at writing actual questions for the test. If you

would like to participate or want further information, please contact Tom Brown, ACA Regent for Examination Development, no later than June 1, at thomas.brown@nara.gov.



Steve Grandin, Anne Diffendal, and Tom Brown in Boston, 2004

ICA in Vienna

The 15th quadrennial congress of the International Council on Archives took place August 23-28, 2004, in Vienna, Austria. About 2000 archivists from 116 countries attended the gathering which was held at the Vienna International Centre. This quadrennial congress differed from those of the past in that it was structured much like the kind of annual meeting we are accustomed to in North America. Past ICA congresses featured more plenary sessions during which formal papers were presented and responded to by specially designated speakers. This congress featured fewer plenary sessions and approximately 12 concurrent sessions per program time slot. There were three full days of program presentations.

The overall theme of the congress was "Archives, Memory and Knowledge." Program sessions were clustered around three sub-

themes: "Archives and Memory," "Archives and Knowledge" and "Archives and Society." Session topics ranged from the relationship of archives to historical understanding to issues in the education, training and development of archivists to technological, political, legal and ethical concerns in archives. A number of sessions dealt with basic archival functions such as appraisal, description and outreach. Still others were concerned with threats to archives, man-made or natural, and new ideas in archives buildings and storage environments.

A General Assembly was held during the final two days of the congress. Official delegates from member countries attended the Assembly, as did interested archivists not there in an official capacity. The General Assembly passed a

number of resolutions regarding the protection of cultural heritage in the midst of natural or man-made disasters, supporting the preservation and free accessibility of archives, and recognizing the importance of archives in protecting human rights.

The General Assembly also ratified the establishment of the North American Archival Network of the International Council on Archives (NAANICA) [ed. note: the Academy

of Certified Archivists is a member of NAANICA].

The next International Congress on Archives will be held in Kuala Lumpur, Malaysia, in 2008.

*Thomas Connors, Coordinator,
North American Archival Network
of the ICA*

**"The General
Assembly also ratified
the establishment
of ...NAANICA"**

Academy of Certified Archivists

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Note:
Applications for recertification
are now up on the ACA website
at:
www.certifiedarchivists.org.

Calendar 2005

June 8–11, 2005 Association of Canadian Archivists annual conference, Saskatoon, “Theory and Practice.” See <http://archivists.ca/conference/>

August 15–21, 2005 Society of American Archivists (SAA) 69th Annual Meeting, New Orleans, Hilton New Orleans Riverside. See www.archivists.org/conference/index.asp

August 17 (Wednesday), 2005
8:30 am – 1:00 pm, Academy of Certified Archivists (ACA) Examination held at SAA Conference in New Orleans (Hilton New Orleans Riverside), New York, Memphis, Kansas City, and Portland, OR.

August 17 (Wednesday), 2005
9:00 am – 4:00 pm, ACA Board Meeting, SAA conference

August 18 (Thursday), 2005
9:00am – 12:00 pm, ACA Item Writing Workshop, SAA Conference

September 6–9, 2005
International Council on Archives Section on University and Research Institution Archives Annual Meeting, East Lansing, Michigan. See archives.msu.edu/icasuv/

September 6–9, 2005 Society of Archivists Conference, University of East Anglia, “From Parchment to Pictures to Pixels: Preservation and Access in an Electronic Age.” See www.archives.org.uk

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