



ACA News

Issue 50

July 2005

Special points of interest:

- There are now 799 members in the ACA, with membership up a whopping 42% in the last nine years
- Total average salaries for Certified Archivists are about \$4,000 higher than the total Society of American Archivists population

Inside this issue:

Annual Meeting Minutes	3,4, 7
Searching for Newsletter Editor	4
A*CENSUS: ACA Salaries vs SAA Salaries	5
Portrait of an Archivist	6
Travel Award Winners	6
ACA Election Winners	7
Calendar	8

The University of Georgia Libraries and ACA Certification

When the Academy of Certified Archivists drew up certification criteria in the late 1980s, two University of Georgia Libraries' staff members fulfilled the requirements and were included in the initial group certified in 1989. Both of these UGL employees were longtime department heads with advanced graduate degrees, but did not enjoy the faculty status of their ALA-MLS librarian counterparts. In the 1970s and 1980s, as other professionals and highly educated people joined library staffs, professional librarians generally were wary of allowing these new employees into specialized or traditional library jobs. Major concerns were the threat of dwindling job opportunities for librarians within the Libraries and whether or how to assimilate other professionals into the Libraries' faculty. By the 1990s, UGL, like many academic libraries, created more positions for technology and information personnel. Many of its highly educated or paraprofessional employees had attended library school and joined faculty ranks or continued in classified ranks in increasingly responsible positions. Libraries and librarianship were changing, and professional librarians at the University of Georgia were becoming more open to accepting other professionals in management positions and, under certain criteria, into their faculty.



Sheryl B. Vogt, Director, Richard B. Russell Library for Political Research and Studies

The arrival of William Gray Potter as the new

Continued on page 2

New Format for Annual Meeting!

As you know, the Academy of Certified Archivists regularly meets with the Society of American Archivists. This year we are all meeting in New Orleans, at the Hilton New Orleans Riverside hotel. But we are not meeting for lunch this year—we're exploring a new format. Please note: we are meeting **August 18 (Thursday), 2005 from 7:00 to 9:00 pm!** We will have our ACA Annual Business Meeting followed by a Member Reception, so that everyone will have a chance to meet, mingle and nibble yum-yums. Then let us know what you think of the new arrangement.

U of Georgia Con't from Page 1

Director of Libraries in 1989 was a boon to the archivists' plight at UGL. Dr. Potter came from Arizona State where archivists had a parallel track with librarians. That environment certainly influenced him, and he was receptive to a career track based on ACA certification. After successfully lobbying Dr. Potter and Human Resources Librarian Florence King, I was the first of two certified archivists to apply to the Libraries' faculty for rank appointment in 1992.

The primary stumbling block to the Administration and then to the Libraries' Committee on Promotion was the acceptance of work

prior to certification as a professional level of activity by an archivist employed in or hired by UGL. For librarians, only work post ALA-accredited degree counted as professional. The Academy, through the certification process, defined what constituted professional level work for an archivist and recognized it as one of the basic requirements that must be met *before* an individual was qualified to sit for the examination for certified archivist. At my request, Maygene Daniels, then ACA president, addressed the issue in a letter to the Director with a copy to the committee chair. For the committee's information, I added a section in my promotion dossier on ACA certification, which included a copy of my certification petition.

In assembling the dossier, I emphasized job performance and documentation of actual work process more than what was typical for promotion consideration. My goal was to demonstrate consistent performance and activity over my tenure at GL. My archival colleague and I

were appointed to Librarian/Archivist IV, the highest rank. I may have missed additional promotion money by going from zero to the highest level in one giant leap, but I felt the recognition was long overdue.

Over the next five years, we continued the education process about archivists with our librarian colleagues and learned more ourselves about certification in the work environment as we increased our group. Initially, the CA was equated with

the MLS in hiring entry level positions. New archivists were soon resentful when they discovered they had two years experience over an

entry level librarian and received no additional salary or initial appointment recognition. Some compensation for this inequity was that, generally, they achieved promotion at a quicker pace. Committees on Promotion, however, continued to be confused over how to assess the archivist's two years of experience pre certification.

Opportunity to rectify the situation came in 1997 when the Faculty Advisory Board charged a Promotion Guidelines Revision Committee to examine the promotions process and to recommend any changes that could be made to improve it. As a committee member, I was able to represent the archivists' concerns regarding qualifying professional experience and certification in relation to hiring and initial appointment. The revised guidelines, as passed by the faculty, equate the MLS and a subject Master's. An archivist can be hired with a Master's degree; for continued employment beyond five years or for promotion to the rank of II, the individual must acquire ACA certification.

*[certified]
archivists ...achieved
promotion at a quicker
pace“*

Today, we have six certified archivists at UGL, and our place is still evolving within the organization. In a time of budget constraints, some archivists chafe at the inequity of having to pay dues, continue education, and participate in the profession in order to maintain certification and, ultimately, employment. On other levels, archivists are fully integrated in the business of the Libraries through committee work and leadership roles. I encourage certification in my department and expect those in professional positions to perform at levels that are required for recertification. I am proud that three certified archivists are in my department, and that one of our archival librarians intends to sit for the certification exam this August. Achieving certification benefits librarians as colleagues and supervisors of certified archivists, and meeting the requirements for recertification continually renews and improves an archivist's overall job performance and contributions to the organization and the profession.

Sheryl B. Vogt, Director, Richard B. Russell Library for Political Research and Studies



Judy Cetina, Board Meeting, Washington 2005

How Many of Us Are There?

We end 2004-05 with 799 members, including 696 regular members and 103 emeritus members. The recent year-end membership figures are:

2004-05	799
2003-04	759
2002-03	724
2001-02	723
2000-01	687
1999-00	666
1998-99	633
1997-98	606
1996-97	597
1995-96	561

The smallest increases came in 2002-03 and 1997-98, both of which were recertification time for the Class of 1989. The next such year will be 2007-08, but, since the number of Class of 1989 due to renew then has been reduced to 213, the impact is increasingly diminishing. In the last nine years, membership is up over 42%.

Steve Grandin, ACA Secretariat

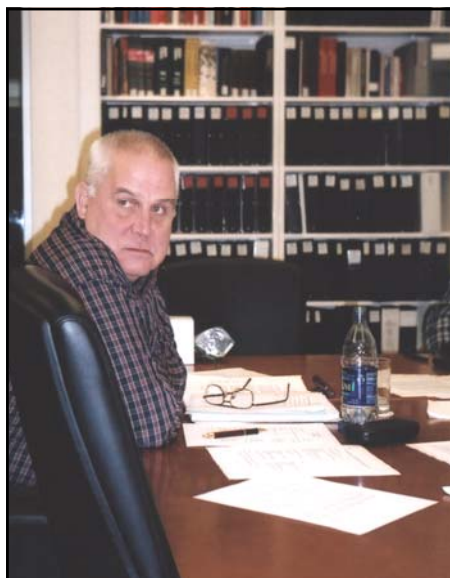
Annual Meeting Minutes, Boston

The following is an extract of the minutes of the Annual General meeting held in Boston, August 6, 2004.

The meeting commenced at 12:20 pm

Review and Approval of Minutes – 2003, Los Angeles

MOTION: to accept minutes. Scott/Marty **PASSED**



Tom Brown at the Mid-Winter Board Meeting in Washington

President's Report – James Byers

- Jim noted that the SAA Census Project had been completed and we were now awaiting the results

- Trudy Peterson will be our representative to the ICA Section on Records Management and Professional Associations (SPA)

- Through Trudy we will be participating in the steering committee

- We are a founding member of NAANICA (North American Archival Network of the International Council on Archives) We did not nominate anyone to the Executive board of ICA – issue not resolved as no one else did either

- James welcomed the new webmaster, David Malone from Wheaton College

- With regards the Speakers Bureau material on the web—one person has already used it to give a speech to a group in Southern California so it's been tested

Vice-President's Report – Scott Cline

- As ACA ombudsman he experienced members' interest about the mechanics of the Academy

- As a member of the Examination Development Committee he reviewed questions from the ACA item bank and hashed out a new exam with 10 colleagues in March

- As a member of the Distinguished Service Award Committee he was part of the selection process for honoring this year's recipient—Lee Miller

- And as a member of the Examination Application Review Committee, Scott read the applications of everyone who took the exam on Wednesday

Scott invited members to become directly involved in the Academy's work and to have fun and get involved

Treasurer's Report – Ellen Garrison

- Ellen went over the financial status of the Academy, detailing the assets, income and expenses including expenditures for advertising

- Three signers will be able to sign on the Academy's investment account with T.Rowe Price

- She also stated that the audit question had been brought up and this will be pursued

- The subcontract for our psychometrician is included in our contract with the Caphill Management Company

- She noted that the treasury is in good health, but she is keeping an eye on future expenses

Continued on page 4

Searching for Newsletter Editor

Ever had a hankering to be an editor? Just itching to scribble on other people's words with a big fat red marker? Then this is the job for you! The newsletter comes out a minimum of three times per year. In days gone past there was a newsletter editor and a secretary. Then the newsletter editor threw in the towel, and the job got absorbed by the secretary of the Academy. However, there is great scope for a newsletter, and having a dedicated editor would improve the quality of the publication.

Qualifications and Equipment:

You need to be able to obtain some sort of publishing software, although any simple program that comes bundled with an office package would do in a pinch. You also need to be able to get some training or train yourself to use the software—again, if you stick with bundled

packages they are very straightforward and easy to use. For photographs you should have a scanner so that you can scan any hardcopy photos sent in, although most submissions are digital these days.

A keen nose for news and contacts in other archival organizations helps. Otherwise, you are fed a steady diet of news from members of the Board and needn't worry too much about scrambling about for stories.

It's a rewarding job and it's great for getting to know the mysterious underbelly of the organization. I would heartily endorse it as a worthwhile activity.

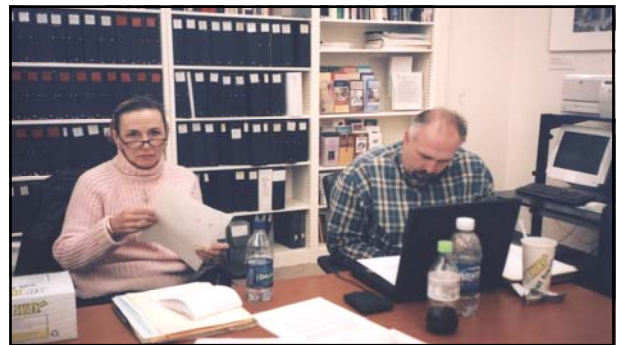
Expressions of interest should be sent to:
Scott Cline, President,

Seattle Municipal Archives,
600 Fourth Avenue, 3rd Floor,
PO Box 94728
Seattle, Washington
98124-4728

Or email Scott at:
Scott.Cline@Seattle.Gov

Don't be shy! Sign up today and score some major points for your next certification renewal.

— *Shelley Sweeney, Secretary and Current Newsletter Editor*



Laura McLemore, Regent for Outreach, and David Malone, Webmeister, work during the Midwinter Board meeting

Annual Meeting Minutes continued from page 3

Secretary's Report – Shelley Sweeney

- Did newsletter in October/November and another in April/May and will be putting a third newsletter together for September.
- She encouraged everyone to send information relating to the ACA to her for inclusion in the newsletter

Regent for Certification Maintenance Report – Judy Cetina

- She thanked Steve Grandin as well as Shelly Croteau, Garry Harrington, Marcus Robyns and the Appeals team led by Mike Holland
- There are 3 new volunteers for

the Petition Review Teams

- 72 individuals were due to recertify, only 5 have not responded to the initial mailing or the follow-up – Judy will contact the last five to see why they haven't responded
- She noted that the application for precertification of credits is available for organizations on our website
- Society of Georgia Archivists and Texas A & M were approved for recertification credits

Regent for Exam Development – Anne Diffendal

- Anne thanked the Exam Development committee who developed the latest exam
- There are 9 members in total, 6 of which are appointed for a 3 year term. Two will be coming off, and

the two ex-officio members, the Vice-President and President, are replaced as the members of those two offices change

- Anne thanked members who were departing: Pamela Hackbart-Dean, Bob Shuster and Jim Byers. She welcomed incoming committee members Tom Brown as incoming Regent, Katie Dishman, Brenda Gunn finishing Mike Holland's term, Mike Holland as VP/President elect and Gerriane Schaad
- Started because of Lee Miller who thought an item-writing workshop would help demystify the experience
- The workshop members generate new questions to add to the databank

Continued on page 7

A*CENSUS: ACA Salaries vs SAA Salaries

The following tables provide a comparative look at the salary levels of Academy of Certified Archivists members (all certified) versus the members of the Society of American Archivists, some of whom will also be Academy members.

Table 6. Approximate mean salaries, Academy of Certified Archivists members

Approximate mean age, ACA members = 49.8 years
Mean year in which ACA members started first archival

ACA Members	Male	Female	Rather not say	Total
Less than \$20,000	1	2		3
\$20,000-\$29,999	6	14		20
\$30,000-\$39,999	24	63		87
\$40,000-\$49,999	45	80		125
\$50,000-\$59,999	38	48		86
\$60,000-\$69,999	43	29		72
\$70,000-\$79,999	19	16		35
\$80,000-\$89,999	11	3		14
\$90,000-\$99,999	6	9		15
\$100,000 and over	17	8		25
Total	210	272	0	482
Approx mean salary, ACA Members	\$60,548	\$51,103		\$55,218

job = 1984

It would be interesting to see what the salary levels would look like for the Society of American Archivists Members below if you removed the Certified archivists from the pool. The gap would no doubt be even wider.

Table 5. Approximate mean salaries, Society of American Archivist members

Approximate mean age, SAA members = 47.2 years
Mean year in which SAA members started first archival

SAA Members	Male	Female	Rather not say	Total
Less than \$20,000	7	35		42
\$20,000-\$29,999	24	94		118
\$30,000-\$39,999	94	322	2	418
\$40,000-\$49,999	148	299	4	451
\$50,000-\$59,999	116	199	4	319
\$60,000-\$69,999	92	112	1	205
\$70,000-\$79,999	76	55	1	132
\$80,000-\$89,999	28	27		55
\$90,000-\$99,999	14	18		32
\$100,000 and over	40	26		66
Total	639	1,187	12	1,838
Approx mean salary, SAA Members	\$57,629	\$47,864		\$51,279

These salary tables were taken from the A*CENSUS Preliminary Report #2 December 10, 2004 prepared by Vicki Walch, A*CENSUS Principal Research Consultant. See the entire salary report at the A*CENSUS Web page at: <http://www.archivists.org/a-census/index.asp>. The salary data in the tables above were calculated using "approximate means" as described in the A*CENSUS [Background and Technical Notes](#) document, also available on the A*CENSUS website.

Shelley Sweeney, Secretary

Portrait of an Archivist

There have been a number of Canadian novels published over the last couple of years that have given archives their due as places of inquiry and important sources for popular culture. None have done as much as author Susan Swan who makes an archivist one of the central characters in her latest novel *What Casanova Told Me*.

What Casanova Told Me is a compelling read regardless of your professional affiliation. The novel is a split narrative with one storyline taking place in the 18th century while the other is set in the present day. It is a conversation between Luce, a young archivist and her ancestor, Asked For Adams, who traveled with the great lover Casanova in his twilight years. Luce's journey is both physical and spiritual and she is guided by the words Asked For has left her in the form of a journal and some letters written by Casanova himself. Luce's task is to deliver them to an archive in Venice for use in an exhibition, a task she carries out with all the care and concern of an archivist, but it is her travels that teach her about fate and herself. It is through her journey that she comes to see that "another world is possible."

When Swan was in the midst of writing *Casanova* she remarked that it was fascinating because she felt that archivists and novelists shared two qualities: "the ability to put yourself in someone else's shoes and faith in posterity." She continued this thought by stating, "I have come to the conclusion while writing this book that we make the past at the same time as the past makes us. It's like a dynamic that goes both ways. There's a certain amount of intention that goes into play when we reconstruct the past."

"As far as I can make out, [archivists] are constantly making narratives out of people's lives and their collections," offered Swan. "I've had to learn the difference between a 'fonds' and a 'collection' but, nonetheless, the way you assemble them, in what you put in and what you leave out, you are still constructing a narrative for the person who uses the archives. That's very fascinating because the past is always a work in progress."

Swan's words are flattering to any archivist and she encapsulated her admiration for the work of the profession by doing a good job researching her character and speaking to a number of archivists in order to ensure that the way Luce carried herself with regards to the documents she has in her possession and the way she spoke about her education were true and believable.

She also proved her proficiency in archival lingo. It is not every novel that can boast a passage to such as the following:

"The family documents made up a fonds d'archives – the archival term for an assortment of papers generated by one person in a lifetime. Although most people would be satisfied with calling the documents a collection, Luce's training as an archivist had taught her to use the proper term, and she still enjoyed rolling the words around in her mouth."

Sean Smith, York University

[reprinted from the *ACA Bulletin* May 2005]

Winners of the ACA Travel Award

Beginning with the 2005 certification examinations, ACA began offering a Travel Scholarship to examination candidates. Two scholarships were offered this first year. The Travel Scholarship includes waiving the examination fee (\$50.00), and up to \$200.00 for travel related expenses to the examination site. Application information and a more detailed explanation of this award can be found on the ACA Website at www.certifiedarchivists.org.

The winners of the Travel Scholarships this year are Allaina Howard and Matthew Darby. Ms. Howard is employed as a Librarian/Archivist at the National Snow and Ice Data Center, University of Colorado. She is a recent MLS graduate of the School of Library and Information Management, Emporia State University, Emporia, Kansas. Mr. Darby is employed as the Archivist of the ExxonMobil Historical Collection at the Center for American History, University of Texas at Austin. He is a MLIS graduate of the University of Texas at Austin.

Scholarship candidates submitted their applications to the ACA Travel Award Committee, composed of the Regent for Examination Administration, the Vice President/President Elect, and the immediate Past President. This is the same committee which reviews examination applications.

The ACA is happy to begin this scholarship. We hope to encourage applications as well as provide funding to ease the expense of taking the certification examination for those people just entering the profession.

James Byers, Regent for Nominations

Annual Meeting Minutes continued from page 4

There will be another item-writing workshop next year

Regent for Exam Administration – Marty Levitt

- 118 declared eligible for the exam (a record) with 13 exam sites, also a record number
- we are getting more and more candidates and sites
- word got out that the petition for exception was ending and 10 petitioned for exception – you will have to have a masters degree to take this test starting next year
- Marty discussed the travel assistance award for one person per year for the economically underprivileged

Regent for Outreach – Beth Bensman

- Beth discussed the travel display that is available as well as the letter writing campaign to raise awareness about the ACA
- She also spoke of the Speakers

Bureau and the brochures that can be used to inform potential members

Regent for Nominations – Jane Nokes

- Chair of the Nominating Committee Brenda Gunn's report was presented.
- Thomas Brown is the new Regent for Examination Development, Tod Gilliom, Nominating Committee Member, Laura McLemore is Regent for Outreach, Sarah Canby-Jackson is Chair of the Nominating Committee, Mike Holland is Vice-President, President Elect, Jim will move to Past President and Regent for Nominations
- Kristy Sorensen and Evan Hawker were to be thanked for helping Brenda to count the ballots

Other Business

- James explained that the Board would like to stagger the terms of the Board members
- Ellen Garrison, Treasurer, offered to stay on an extra year
- **MOVED** The following bylaw amendment will be added to Article

XIV, Transition Provisions:

- **Section 4: 2005 Election.** There will be no election for Treasurer in 2005. The Treasurer elected in 2003 will serve a third year until 2006. An election for Treasurer will be a part of the ACA 2006 elections with the Treasurer elected in 2006, and all future elections, serving a 2 year term.

David Horn/Lynn A. Smith CARRIED

- James noted that scheduling the Annual Business Meeting at lunch comes with attendant problems and suggested that a late afternoon or evening meeting would be more appropriate
- Lee Miller invited everyone to New Orleans in 2005

MOTION: Meeting adjourned at 1:40 pm James Byers/Kim Efir PASSED

Shelley Sweeney, Secretary



Secretary Shelley Sweeney and Regent for Exam Administration Marty Levitt at the Midwinter Board Meeting stoke up on various sweetened and caffeinated beverages to propel them through a long meeting

ACA Election Winners!!

The winners of the recent ACA elections are as follows:

- Vice President -- Cindy Smolovik (NARA Southwest Region)
- Secretary -- Lynn Smith (Herbert Hoover Presidential Library)
- Regent for Examination Administration -- Connell Gallagher (University of Vermont)
- Regent for Certification Maintenance -- Shelly Croteau (Missouri State Archives)
- Nominations Committee -- Kristy Sorenson (University of Texas at Austin)

Steve Grandin, ACA Secretariat

Academy of Certified Archivists

Capitol Hill Management Services
90 State Street, Suite 1009
Albany, NY 12207

Phone: (518)463-8644
Fax: (518)463-8656



**Check out the ACA website at:
www.certifiedarchivists.org.**

Calendar 2005

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. Pick-Your Sites will be in Atlanta, Ft. Wayne, IN, Jefferson City, MO, Philadelphia, San Francisco, South Huntington, NY, Toronto, ON, Canada, and Washington, DC.

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

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

August 18 (Thursday), 2005
7:00–9:00 pm ACA Annual Business Meeting and Member Reception, 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

Photo Credits: All photographs by Shelley Sweeney except for photos on page 1 by Katie Gentilello and page 7 by Steve Grandin.

Shelley Sweeney, CA
Secretary and Newsletter Editor
University of Manitoba Archives
& Special Collections
331 Elizabeth Dafoe Library,
Winnipeg, Manitoba, CANADA
R3T 2N2

