



ACA News

The Newsletter of the Academy of Certified Archivists

Issue 59 Fall 2007

President's Message

Judith G. Cetina, Ph.D., CA
Cuyahoga County (Ohio) Archives



It has been nearly two months since members of the Academy met in Chicago, but good memories linger on. This was the first year the ACA reception was held in cooperation with the Society of Southwest Archivists (SSA) and the University of Texas; and my observations suggest that those in attendance enjoyed the opportunity to converse with their colleagues while enjoying tasty food and delicious desserts. Special thanks must be extended to Tim Blevins of SSA, and Dr. David Gracy, CA, of the University of Texas, for joining with the Academy to sponsor this event. Their cooperation was much appreciated, and I hope that we might offer a jointly-held reception next August in San Francisco as well.

Special recognition must be given to Cindy Smolovik, CA, for offering such dynamic leadership to the Academy this past year, including plans for the informative Annual Meeting and wonderful reception. As President, Cindy, now Regent for Nominations, created a task force on Associate Membership, led ably by Regent for Exam Administration, Connell Gallagher, CA; and she has graciously prepared an article that appears elsewhere in this newsletter describing the committee's work in greater detail. I intend to pursue the Task Force's recommendations and will keep you apprised of any decisions made or actions taken. I am certain, as well, that Cindy looks forwards to hearing from anyone

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90 State Street, Suite 1009
Albany, NY 12207
Phone: (518) 463-8644
Fax: (518) 463-8656
www.certifiedarchivists.org

President's Message

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interested in standing for election to the ACA Board of Regents or from anyone with recommendations for qualified candidates. Open positions include Vice President/President Elect, Treasurer, Regent for Exam Development, Regent for Outreach, and Nominating Committee member.

I am also pleased to announce that Cindy Smolovik represented the ACA at an International Conference on Archives' meeting organized by the Section of Records Management and Archival Professional Associations (SPA). The meeting was held this past October in Madrid on the topic of "Archivists in Association: Challenges and Opportunities." Cindy's talk was entitled "Continuing Education, the Role of Certification and the Reliance on Professional Associations." Look for more about this conference and Cindy's participation as a speaker in a future issue of *ACA News*!

On August 29th in Chicago, and at nine other sites throughout the United States, 129 candidates sat for the certification examination, and 90 individuals passed the test. I would like to congratulate those archivists, but also encourage the individuals who were not successful to plan to take the examination next year in San Francisco or at one of the regional sites, in Buffalo, Nashville, St. Louis, or Salt Lake City. Please remember if five or more archivists wish to take the test in a particular city, they can make a request through the pick-a-site program and have the certification examination held in that municipality. The Academy's website includes a copy of the ACA Handbook which includes sample

questions, a study guide, and bibliography. Those preparing for the exam might like to network with like-minded individuals to form groups that would facilitate an exchange of ideas and mutual support. You might, then, want to read the article in this issue of *ACA News* that recounts some experiences in using Web 2.0 technologies, like wikis, blogs, and listservs, in a group effort to study for the examination. Also, the Summer 2007 issue of *ACA News* included information about the ACA's new certification examination online discussion forum, one that is open to all candidates taking the test.

Although conversations are in a very preliminary stage, there may be some interest in holding the examination outside the United States. This would not mark the first occasion that the test was taken overseas, however, as Hong Kong was a site in 2003. It should also be noted that there are currently members of the Academy living in the Cayman Islands, Canada, Hong Kong, Japan, New Zealand, the Phillipines, Thailand, and Trinidad and Tobago. I'll keep you posted.

The midyear meeting of the Board of Regents will be held at the end of March, 2008, in my hometown, Cleveland, Ohio. If there are any matters or issues that any of you might wish to bring to the Board's attention please feel free to contact me, or Martin Levitt, CA, Vice President/President Elect and ombudsman, with your ideas or concerns.

I wish all of you a pleasant autumn season; and until we meet again I remain,

Judith G. Cetina, Ph.D., CA
President,
The Academy of Certified Archivists

2007 Distinguished Service Awards

Again this year the Academy of Certified Archivist presented two Distinguished Service Awards during its Annual Meeting. This year's recipients were Willow Powers, CA, and Trudy Huskamp Peterson, CA. Portions of the remarks made on the occasion by ACA Regent for Nominations Michael Holland, CA, and ACA President Cindy Smolovik, CA, respectively, are provided below.

Willow Powers

By 1996, archivists had been both grandfathered into the Academy and admitted to membership by taking the examination. The founders of the Academy of Certified Archivists agreed to develop a process to insure that Certified Archivists maintained the high standards of professional practice and competence that the exam established. As the first elected Regent for Recertification (what is now Certification Maintenance) in 1995, Willow's job was to construct a process that would be, in content and method, fair, firm, and professional and one that members would accept and respect.

That Willow's task was a challenge became inordinately clear at the 1995 Society of American Archivists meeting in Washington, D.C., the meeting at which she was installed as the new Regent for Recertification. Some ACA members and even some members of the Committee for Certification Maintenance were dubious about how, or whether, recertification would succeed. Willow

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Willow Powers and Trudy Huskamp Peterson chat during the reception following the Annual Business Meeting in Chicago this past August.

Photograph: editor

Trudy Huskamp Peterson

Trudy Peterson has long been a proponent of archival certification. In 1977 Trudy wrote a draft proposal for archival certification. It appeared in the July 1977 Society of American Archivist's newsletter asking for comments, to which she responded in the September SAA 1977 newsletter. This was twelve years before the Academy of Certified

Archivists came into being. During these years she was actively involved in discussions about certification within and outside the SAA Committee on Education and Professional Development. In the early 1980's, Trudy was very much involved in writing "Archivist: A Definition", which appeared in the January 1984 SAA newsletter. This article pushed forward the process of defining who an archivist is and what an archivist does, including elements of both theory and practice—something that proved valuable for identifying what ACA should consider when developing a certification examination.

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Willow Powers - Distinguished Service Award (continued from previous page)

recalls that “I can no longer remember why I thought it would work, nor why I thought I would be able to do it.” While Willow provided strong leadership and direction she is quick to point out that she did not create a system of recertification by herself and credits the success of the recertification program to the work and input of the many members involved in the process.

After obtaining numerous interested and dedicated volunteers for the Certification Maintenance Committee, Willow and the Committee began to develop the point program and the system of awarding credits for a variety of archival activities. The Committee worked out the form for providing information to the reviewers, and the instructions for filling out the petition forms. Petition review teams were formed and a reviewer-regent structure was developed to provide for resolving issues, answering questions, reviewing new ideas that arose, and settling differences of opinion among reviewers. Petition Review Teams were designed to be autonomous, but their decisions had to be unanimous; if they could not reach unanimity, the specific issue was discussed at a range of higher levels, beginning with the Regent and moving on up through the Committee to the Board of Regents.

When recertification petitions began arriving in 1996, the process was new and untried and many were nervous. However, due to the leadership and exhaustive attention to detail from Willow and her hand-picked teams, the first recertification by petition cycle worked very well and the cynics were largely silenced. The process has worked competently and more smoothly with each passing year. ♦ ♦

Trudy Peterson - Distinguished Service Award (continued from previous page)

Trudy continued to be supportive as the Academy began to take shape and grow. She is now the ACA representative to the International Council on Archives, and serves as the ACA representative on the Section of Records Management and Archival Professional Associations (SPA) of ICA. With Trudy’s representation ACA has increased its visibility in the world community of Archives. The best example of this is that ACA was represented by a speaker at the VII European Conference on Archives last year to discuss certification and how it is done by ACA, generating interest among the European archival organizations.

Trudy Peterson’s support has been long-lasting and substantial. It is because of her concern as well as her conscientious and well-focused efforts that ACA has been recognized by a much broader-based group of archives and archivists. ♦ ♦ ♦ ♦



Photograph: editor

Trudy Huskamp Peterson accepts her 2007 Distinguished Service Award at the Academy of Certified Archivists Annual Business Meeting in Chicago as ACA President Judy Cetina looks on.

Officers and Board News

President (2007-08)	Judith G. Cetina, Ph.D., CA Cuyahoga County (Ohio) Archives
Vice-President/ President-Elect (2007-08)	Martin L. Levitt, Ph.D., CA American Philosophical Society
Treasurer (2006-08)	Richard H. Dickerson, CA University of Houston Libraries
Secretary (2007-09)	Shelly Henley Kelly, CA Neumann Library University of Houston - Clear Lake
Regent for Examination Administration (2007-09)	Connell B. Gallagher, CA
Regent for Examination Development (2006-08)	Brenda Gunn, CA Center for American History
Regent for Certification Maintenance (2007-09)	Shelly Croteau, Ph.D., CA Missouri State Archives
Regent for Outreach (2006-08)	Laura H. McLemore, Ph.D., CA Noel Memorial Library Louisiana State University- Shreveport
Immediate Past President & Regent for Nominations (2007-08)	Cindy Smolovik, CA NARA Southwest Region
Chair, Nominating Committee (2007-08)	Sammie Morris, CA Archives and Special Collections Purdue University Libraries

Contact information for the Officers and Regents is available on the ACA website (www.certifiedarchivists.org/html/contacta.html).

Report of the Regent for Outreach

Laura McLemore, Ph.D., CA
Archivist
Noel Memorial Library
Louisiana State University-Shreveport

ACA Members Reach Out

Our dedicated and enthusiastic members have been the Academy of Certified Archivists' greatest ambassadors for outreach over the past year. Special thanks goes to Greig Best, who provided contact with the California Library Association; Shelly Croteau, CA, who represented ACA at the National Association of Government Archives and Records Administrators (NAGARA) meeting; Holly Geist, CA, with Society of Rocky Mountain Archivists; Jessica Lacher-Feldman, CA, with Society of Alabama Archivists; Leilani Marshall, CA, with Society of California Archivists; Sharon Pullen, CA, who represented ACA at the Mid-Atlantic Regional Archives Conference (MARAC) spring meeting in 2007, and Ellen Pierce, CA, who represented ACA at the MARAC fall conference in 2007; Joe Laframboise, CA, who represented ACA at the Midwest Archives Conference (MAC) 2007 spring conference; Marcus Robyns, CA, who represented ACA at the Michigan Archival Association meeting; and Lynn Smith, CA, who represented ACA at the Association of Moving Image Archivists meeting in Rochester, New York, this past September.

In addition, Russell James, immediate past president of the SAA student chapter at Louisiana

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Regent for Outreach

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State University, and Julia Cowart, president of the SAA student chapter at East Tennessee State University, helped spread the word about certification in their chapters in 2006 and 2007, and ACA owes a debt of gratitude to Jane Ward with New England Archivists and Miriam Kahn with MAC for their assistance in getting ACA materials disseminated at those meetings.

The ACA table at the Chicago meeting of SAA in August 2007 was a great success due to the efforts of Stephanie Morris, CA, Sr. Marie Rita Ferrais, CA, Daphne Arnaiz-DeLeon, CA, Anne Diffendal, CA, Gerri Schaad, CA, Helen Wong, CA, Dick Dickerson, CA, Lauren Kata, CA, Kristy Sorensen, CA, Cindy Smolovik, CA, Christine de Catanzaro, CA, Lynn Smith, CA, Jennifer Lukomski, CA, Burt Altman, CA, Lorriane Stuart, CA, Sue Soy, CA, Mary Elizabeth Ruwell, CA, and many others who stopped at the booth to greet visitors and answer questions.

Outreach is without a doubt a group effort. This year we have a brand new banner that is available for meetings and presentations. It is lightweight, freestanding, and easy to set up. If you are hosting an event or making a presentation and would like an ACA display, brochures, pads, and pencils, contact the Regent for Outreach at laura.mclemore@lsus.edu or the ACA Secretariat at aca@caphill.com. Be sure also to take advantage of the information in the Speaker's Bureau on the ACA website. If you know of a professional meeting where ACA should be represented, let the Regent for Outreach or Secretariat know and we will obtain exhibitor registration. Such meetings need not be exclusively for archivists. ACA's members are its greatest asset in increasing the value and status of professional certification for archivists. Thanks to all who have contributed to that goal this year. Let us know how we can help you do more in the coming year. ♦♦♦♦

Upcoming ACA Events - 2008

March 28 - 30	MIDYEAR MEETING Cuyahoga County Archives Cleveland, Ohio
March 28 - 29	Exam Development Committee
March 30	Board Meeting
August 27 - 31	ANNUAL MEETING (In conjunction with SAA Meeting) San Francisco, California

TASK FORCE ON MEMBERSHIP LEVELS FOR ADMINISTRATORS

by Cindy Smolovik, CA
Regent for Nominations

In the Spring 2007 issue of *ACA News* (No. 57) it was announced that a task force was created in March 2007 to study an issue brought to the board by a member concerning those certified archivists who would like to continue supporting ACA by retaining the CA designation and paying dues even though their current job duties may not qualify them for the 40 points allotted for archival employment. The task force chaired by Connell Gallagher, CA, included Jim Byers, CA, Ellen Brown, CA, Gerald Saxon, CA, Shelly Croteau, CA, and Judy Cetina, CA. The task force received input from members interested in the issue.

At the August 2007 Board of Regents meeting in Chicago the task force presented its findings and recommendations. In brief, the Task Force and the Board discovered that a clarification of “Emeritus Status” is a possibility. “Emeritus Status” was established because the knowledge and experience of retired archivists are invaluable to the profession. The definition of “Emeritus Status” states that it can be granted to a member who has retired from full-time archival work. A person does not have to be retired from employment, i.e., as the Social Security Administration would define “retired.” It is possible that the parameters could be reconfigured to include retiring from archival duties by moving into upper management or administration. However, the Academy would have to carefully craft the requirements for “Emeritus Status,” so that it could not be used by someone who simply doesn’t meet the certification maintenance requirements.

It was decided by the Board that Judy Cetina, would continue to investigate this matter during her presidency. ◇ ◇ ◇ ◇ ◇ ◇ ◇ ◇

Upcoming Certification Examination Sites

The 2008 Certification Exam will be held
August 27th at the following locations:

San Francisco, CA (SAA site) • Buffalo, NY
Nashville, TN • St. Louis, MO • Salt Lake City, UT

The 2009 Certification Exam will be held
August 12th at the following locations:

Austin, TX (SAA site) • New York, NY
Cincinnati, OH • Milwaukee, WI • Portland, OR

Report of the Treasurer

Richard Dickerson, CA
University Archivist
Special Collections
University of Houston Libraries

- The Academy's finances are quite sound due to consistent membership numbers and reasonably conservative spending.
- With \$78,000 in the bank, the Academy continues to fulfill a mandate to keep one year's operational budget in reserve.
- We also have two certificates of deposit and capital invested with two different mutual funds.
- Many thanks to Ellen Garrison, CA, Judy Cetina, CA, and Margery Sly, CA, for their service on the Finance Committee.

**Highlights from
ACA Annual Board Meeting
August 29th, 2007
Chicago, Illinois**

Officer Reports

President, Cindy Smolovik, CA

- As a follow-up from the midyear meeting, pricing details of the online testing service KRYTERION (www.kryteriononline.com/) were discussed. Concerns were voiced about cost, level of demand for online testing, and the logistics of exam redesign every two years.
- ACA's representative to the International Council on Archives, Trudy Peterson, CA, will continue in that role for three more years, after which time a new representative will need to be chosen.
- The next International Conference of the Round Table on Archives (CITRA) meeting that Trudy Peterson will attend will be held in Quebec, Canada, this November.

Secretary, Lynn Smith, CA

- Progress has been made on digitizing the Officer/Regent Notebook and it will be made available on the ACA website upon completion.

Regent Reports

Regent for Examination Development, Brenda Gunn, CA

- Two Examination Development Committee (EDC) members have rotated off the Committee, so replacements will be sought, with priority being a business archivist.

- The EDC suggested 48 items and accepted 32 of them for the exam item bank. The bank contains a total of 566 items. The 2006 exam was reviewed and revised for 2007.
- Brenda Gunn and Lynn Smith will consult with Anne Diffendal, CA, former Regent for Exam Development, about the process for reviewing Role Delineation statements. A committee will then be set up to do the review.

Administration Reports

Webmaster, David B. Malone, CA

- 25% of "visits" to the ACA website last two minutes or longer.
- The membership directory continues to be the most used part of the website.
- The new discussion forum for those taking the 2007 exam was quite popular.

Full reports and minutes will be available on the ACA website at:

www.certifiedarchivists.org/boardinfo/index.html



Photograph: editor

Lynn Smith, CA, Judy Cetina, CA, and Cindy Smolovik, CA, work through the agenda of the Annual Board Meeting in Chicago.

Call for Nominations

The ACA Nominating Committee is accepting nominations for the 2008 ballot.

The open positions are:

- Vice President/President-Elect
- Treasurer
- Regent for Examination Development
- Regent for Outreach
- Nominating Committee member

Take advantage of this chance to serve the archival community and your professional organization, while earning certification maintenance points for serving! Self-nominations are accepted and encouraged. Any questions about position duties or other electoral matters can be addressed to:

Sammie Morris, CA
Nominating Committee Chair
morris18@purdue.edu
(765) 494-2905

Call for a Web Master

The Academy of Certified Archivists seeks a volunteer to manage and edit its website.

The Academy's web editor will have overall responsibility for the ACA's website, including maintenance, updates, creating new web pages, editing graphics, copy editing text, advising on and assisting with Internet outreach, liaising with the Academy's ISP, coordinating Web activities and content with the Academy Board, and other duties as needed to preserve and extend the effectiveness of the Academy's web presence as an informational resource and outreach tool. Desired skills include:

- HTML encoding
- web page design
- graphics editing
- excellent writing skills
- an understated design sensibility
- a talent for outreach

The position is eligible for archival recertification credits and the current web editor will be available for advice, suggestions, or technical help if desired.

For more information, please contact:

David B. Malone, CA
Webmaster,
Academy of Certified Archivists
webmaster@certifiedarchivists.org

Sister Mary Denis Maher
Archivist
Archives of the Sisters of Charity
of St. Augustine
Richfield, Ohio

by Anselm Huelsbergen, CA

Sister Mary Denis Maher, Ph.D., CA, has been in charge of the Archives of the Sisters of Charity of St. Augustine in Richfield, Ohio, on a full-time basis since 2003. Her association with the archives, however, extends back to 1991 when she worked for the archives on a part-time basis, a commitment she continued while a faculty member at Ursuline College. It was doing graduate research in various archives that confirmed Maher's view of the value of archives and archivists: "I found the

archivists to be unfailingly supportive in giving me appropriate documents and suggesting further resources so I have always tried to show that same service to those who use our archives."

In Maher's experience the archivist plays an important role in the research process.

"I know first hand what it is like to work with 19th-century materials to put together a dissertation and later a published book, so I try to be patient and understanding even when the researchers are somewhat ill-prepared."

Maher received her archival certification in 2005. Following a successful academic career and years of experience as an archivist, one might wonder



Photograph courtesy of Sr. Mary Denis Maher

Sister Mary Denis Maher stands in the work room of the Archives of the Sisters of Charity of St. Augustine.

why she pursued archival certification at all. Maher explains it as follows:

I decided to seek certification because I thought it important to have a professional credential that reflected knowledge of the field in addition to my practical experience. Since I was coming to full-time archives as a post-retirement job, I really wasn't interested in going through another degree so I thought I would attempt the certification. My academic background had been in English, history, and American studies so I

needed to work hard at the reading list to compensate for lack of formal archival course work. I think [certification] has helped me because I know I have additional credibility in the eyes of my peers as well as with outside researchers and others.

Of the certification examination itself, Maher recalls that "it was fair and that with one exception

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Academy Profile

This feature profiles members of the Academy of Certified Archivists. If you would like to suggest someone to be featured, or if you yourself would like to appear in the column, please contact:

Linda Hocking, CA

archivist@litchfieldhistoricalsociety.org.

Academy Profile - Sr. Mary Denis Maher
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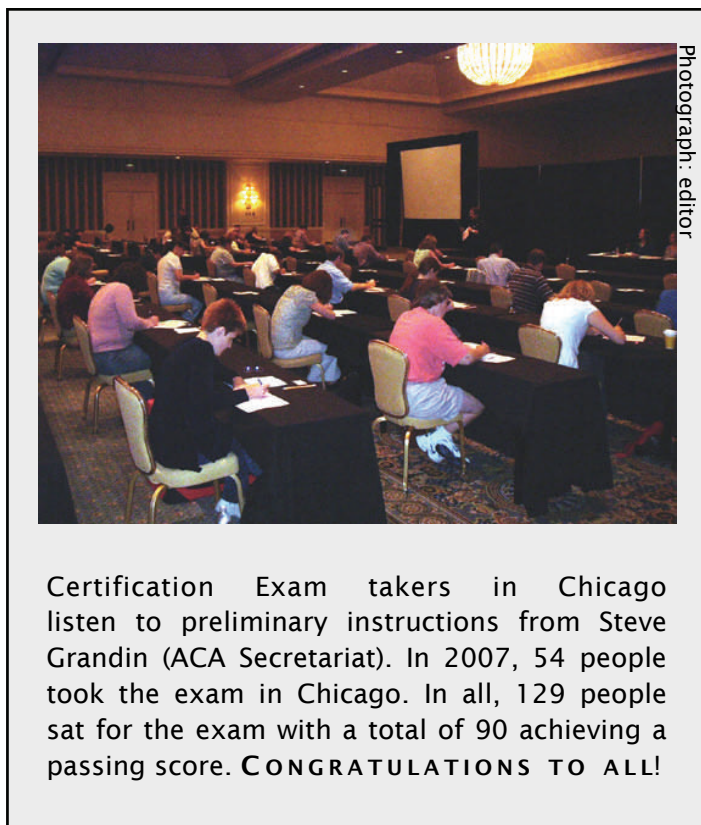
all the questions...were ones that I understood even if I made a wrong choice on those tricky multiple choice!" Her experience as the sole archivist in the archives may have served her well in that she was aware first-hand of all the duties and jobs an archivist must fulfill.

The Archives maintains the historical record of the Sisters of Charity of St. Augustine, a community of Catholic women religious that has served the Diocese of Cleveland since 1851. Among its many collections, the Archives holds records of various hospitals, orphanages, and schools associated with the Sisters of Charity, including St. Vincent's Orphanage, Parmadale, St. Vincent Charity Hospital, St. John Hospital, St. John Hospital School of Nursing, DePaul Infant Home, and St. Ann Hospital in Cleveland. Two prominent collections are those of Sister Ignatia Gavin, a strong supporter of providing medical treatment for alcoholics and an early associate of Alcoholics Anonymous founder Dr. Bob Smith, and of Sister Henrietta Gorris, best known for her work in the Hough area of Cleveland following the 1966 riots. The records of Sister Ignatia Gavin have been used in many research projects, including a book, a television special, a DVD production, and the Sister Ignatia Heritage Center in the St. Thomas Hospital in Akron, Ohio.

Maher sees environmental control of the archives and its storage areas as a major challenge, one that, as is so often the case, falls outside the direct control of the archives and the archivist. Furthermore, being the only custodian of the records of the Sisters of Charity of St. Augustine can make

even basic aspects of her job difficult: "With a small repository and no additional help, getting the records into searchable finding aids—the major collections do have printed finding aids but the rest are basically box label listings according to the record groups—is a project that keeps getting put on hold."

A first go-around with the recertification process for Maher is still a few years down the road, though she is planning ahead to recertify by petition by keeping a detailed list of her professional activities. Among those activities she can count her work on the 2006 ACA Task Force on Outreach and her involvement with the Archivists for Congregations of Women Religious (ACWR). She has served on the Board of the ACWR and was its president for 2006-2007.



Certification Exam takers in Chicago listen to preliminary instructions from Steve Grandin (ACA Secretariat). In 2007, 54 people took the exam in Chicago. In all, 129 people sat for the exam with a total of 90 achieving a passing score. **CONGRATULATIONS TO ALL!**

Studying Apart: Three Time Zones, Web 2.0, and the Certification Examination

by Janette Garcia, CA, Amy Hooker, CA, and Russell D. James, CA

Candidates for the certified archivist examination must pass rigorous education and experience requirements before being admitted to sit for the exam. Because each candidate possesses a unique set of knowledge and abilities in regard to archival science, candidates must study to enhance their strengths and strengthen their weaknesses. In the Spring of 2007, a group of eight archivists from across the United States joined efforts in studying for the examination by using Web 2.0 tools such as wikis, blogs, and internet chat. These tools provided a means for group study that none of the participants had experienced before. Some of the tools proved invaluable to the experience, others useless.

The candidates ranged in age from their mid-20s to their mid-50s. Their work experience also differed: a recent library science student with experience in the field, a museum archivist, a state government archivist, a college librarian with archival duties, a lone-arranger for a small college archives who became a religious congregation archivist during the process, and three university archivists, one specializing in photographic archives. The members' years of experience in archives manage-

ment also differed, from 3 years to over 20 years. But they came together to study collectively for the examination and called themselves the "CAWannabes."

The group would like to share their experience of using Web 2.0 tools for studying for the certified archivist examination and this article is meant as an introduction to that experience.

Following the Academy of Certified Archivists' seven domains of knowledge, each CAWannabe took charge of their areas of strength in order to help each other study. They wanted a structure, so they used Web 2.0 tools to guide their studying. The group set simple rules: the ACA reading list was divided out between 20 one-week sessions with four to five books to be presented per week. In order to share the work load each member of the group chose eight to eleven books. It was then their responsibility to read their assigned books before the due date on the calendar, prepare a series of notes for posting on the wiki, and then lead a discussion on their reading during the weekly chat sessions.

Communication began first with e-mails, setting up the framework of our study group, and setting a convenient time across three time zones when we could all meet to chat. A listserv to make email easier was created. This tool was the first to be abandoned, as members realized they could easily

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Studying Apart: Three Time Zones, Web 2.0, and the Certification Examination

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create a mailing list in their email clients (like Microsoft Outlook) and hit “reply all” when the need arose.

Next, a member of the group created a blog. In the beginning the blog allowed the group to get to know each other better with posts consisting of introductions of members and questions about how the Web 2.0 process would work. One intention of the blog was to post study questions prior to the chat sessions, and to hold in-depth discussions on various aspects of the material. This intention never quite turned into reality; the blog was accessed less than 50 times by participants during the course of the five months of preparation and study, and it too was eventually abandoned.

The two most successful Web 2.0 tools used by the group were the wiki and the chat room. The wiki contained two main pages: one that mirrored the seven domains of archival knowledge and a second featuring the bibliography from the study guide, which one member divided into a 20-week calendar. Journal articles were skipped, which proved to be a small mistake as many questions on the exam were from articles. Notes from the readings were then posted by the members onto the wiki prior to the chat session where other members of the group could access the notes and download them for future study.

In addition to posting notes on the wiki, the group met once a week in a password-protected chat room to discuss the assigned books. Members summarized their assigned books, and then led a discussion highlighting the information they thought particularly important for the test and answering any questions the other group members had about the reading or notes. These chat sessions were copied and pasted into a word processor and emailed to each member for later reference. Toward the end of the sessions, one member compiled the information from the notes and chat sessions into the seven domains and shared the information on Google Docs. Another member took the shared notes and created a sample test of more than 200 questions.

After 22 weeks of studying, writing and presenting, the group took the examination and seven of the eight members passed. A startling revelation then hit – the Web 2.0 process they used worked! The group met a final time to discuss the Web 2.0 study process, the group’s impression of the exam, and their preparedness for the questions after the weeks of studying. For most members, they felt the readings and discussions prepared them for the exam and that the whole process was a worthwhile endeavor. The size of the group could have been a little bit larger, although too many participants may have lessened the group spirit developed over the course of studying. Even though deadlines

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Studying Apart: Three Time Zones, Web 2.0, and the Certification Examination
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were not always met, knowing others were relying on the material being completed did inspire most to complete their readings and post their notes.

One suggestion for future study groups would be to add journal articles to the reading bibliography. The study group may wish to work with a certified archivist or a professor to identify which articles to read and review. Another suggestion is to divide the bibliography differently. The list was split into an equal number of titles per week in the order they appear in the ACA Handbook. Reviewing reference or resource titles at the beginning of the study session would ensure that the study group participants had early exposure to these materials. Reference and resource titles tended to be quicker to review, as they were more factual. The reviewers would relay the information presented in the book, but there occurred less discussion than with more theoretical areas of archives such as appraisal. Other books required more time to read and to write the review. These titles should also be identified early to allow the reviewer time to read and take notes.

An additional suggestion would be to schedule a summary and review session at the end of each domain. This would be a logical use of the blog. As is common to many chat sessions, there were some-

times two or three separate discussions taking place at the same time, as people would respond to different points at different speeds of typing. The “domain expert” could begin the discussions by either posing questions or reviewing what they thought were the most important points discussed.

As the exam date approached, non-participants expressed interest in joining our group. It was difficult to add other members, as the group had already finished the readings. One of the best ways to learn a topic is to teach another person. One member held a “mini-class” for her staff imparting to them some of the basics which she had learned throughout the process. A future study group may be interested in sponsoring a session for non-participants. It would never replace the studying an individual has to do in order to pass the exam, but it may help provide guidance to the non-participant while at the same time reinforcing knowledge gained by the study group members.

The study group had 22 weeks to meet prior to the exam. At the end of the process, all agreed the time should have been longer. This would especially be true if the additional suggestions were incorporated into future study groups.

Janette Garcia, CA, is Head of Special Collections and Archives at the University of Texas-Pan American Library.
Amy Hooker, CA, is Director of Collections and Archives at The Petroleum Museum in Midland, Texas.
Russell D. James, CA, holds an MLIS from Louisiana State University and an MA in history from the University of West Florida.

Editor's Endpaper

◆ ◆ CORRECTION ◆ ◆

In the Summer Issue (no. 58) of *ACA News* the name of Travel Assistance Award Recipient Anne C. Salsich was misspelled.

◆ ◆ The editor regrets his error. ◆ ◆

Upcoming locations for the Annual Meeting of the Academy of Certified Archivists

August 23rd - 31st, 2008 -- San Francisco, CA

August 10th - 15th, 2009 -- Austin, TX

ACA Deadlines

May 15, 2008: Deadline to apply for the 2008 archival certification examination

June 1, 2008: Deadline to submit the certification maintenance application

Please send any comments, ideas, or suggestions about *ACA News* to:

ACA News
c/o Academy of Certified Archivists
90 State Street, Suite 1009
Albany, NY 12207
aca@caphill.com

or contact the editor directly:

Anselm Huelsbergen, CA
726 Lewis Hall
University of Missouri-Columbia
Columbia, MO 65211
huelsbergena@missouri.edu

In Remembrance

Fr. Paschal Sidney Michael Baumstein, O.S.B. 1950-2007

Father Paschal Baumstein, CA, member of the ACA class of 1989, died on October 4, 2007 at Belmont Abbey in North Carolina. He was the archivist for Belmont Abbey and neighboring Belmont Abbey College.

Fr. Paschal obtained a Master of Divinity degree from the Saint Meinrad School of Theology, a Master of Arts degree from Indiana University, and studied at the Modern Archives Institute of the National Archives in Washington, D.C. He was the first Benedictine monk to become a member of the Academy of Certified Archivists. He served as the site coordinator and proctor at Belmont Abbey for the certification examination.

Fr. Paschal was an authority on St. Anselm of Canterbury and published numerous articles and reviews in such journals as *Cistercian Studies Quarterly*. He also wrote a biography of the founding abbot of Belmont Abbey entitled *My Lord of Belmont: a biography of Leo Haid* (1985).

[Information for this notice was taken from the obituary for Fr. Paschal published in the Charlotte Observer on the 6th of October, 2007, among other sources.]