



ACA News

The Newsletter of the Academy of Certified Archivists Issue 90 Fall 2015

President's Message

Mott R. Linn, DA, CA
Clark University
Worcester, MA



Make sure your job ads seek CAs.

Except being a member, the most important thing you can do to promote ACA is to make sure that any job ads that you help write include that Certified Archivists are being sought (no matter whether it states that you require, desire, or prefer it). The reason for this is that this is the most powerful way to get archivists to become certified, thereby proving that they are worthy of being considered professional archivists. Yes, individually convincing archivists to become certified is important, but not as important as this. Why? Because instead of telling one person at a time, a job ad communicates to every person who reads it that this employer understands the importance of certification and wants archivists who meet the professional standard. Furthermore, one argument against certification (that I have heard too many young archivists state) is that so few job ads seek to hire CAs. We must get rid of this line of attack against the importance of certification so that our field can more fully use this method to keep the incompetent out of the profession.

Let me tell you a story about the power of job ads. My wife is an accountant and the only thing she hates worse than taking an exam is studying for one. As a result, for years she swore that she would never become a Certified Public Accountant (CPA). But she now is one. Why? Because there came a point in her career that every job ad for positions that she was interested in sought a CPA. She finally broke down and passed the exam.

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(continued on following page)

From the Treasurer

Todd Welch, CA
 Cline Library, Northern Arizona University
 Flagstaff, AZ



The Academy of Certified Archivists' 2014-2015 Fiscal Year

The actual numbers from the end of the fiscal year presented to the membership at the annual business meeting on August 20, 2015 in Cleveland, OH

Income:

Membership dues	\$50,215.00	
Exam Fees	\$ 6,700.00	
Certification Fees	\$13,650.00	
Income from reserves	\$ 1,323.76	
Unrealized gains or losses from reserves	\$ 1,502.73	
Other	\$ 2,457.97	
		Total
		\$75,849.46

Expenses:

General overhead	\$51,224.94	
Board expenses	\$17,666.12	
Outreach	\$ 4,819.99	
Exam Development	\$ 2,154.10	
Exam Administration	\$ 986.82	
Certification Maintenance	\$ 0.00	
Awards	\$ 1,376.28	
		Total
		\$78,228.25

Net Income
 (\$ 2,378.79)

ACA Officers

President (2015-16)	Mott R. Linn, DA, CA Clark University Worcester, Massachusetts
Vice President/ President-Elect (2015-16)	Louis E. Jones, Ph.D., CA Wayne State University Archives Detroit, Michigan
Treasurer (2014-16)	Todd Welch, CA Cline Library Northern Arizona University Flagstaff, Arizona
Secretary (2015-2017)	Emily Dominick, CA University of Washington Libraries Special Collections, Allen Library Seattle, Washington
Regent for Examination Administration (2015-2017)	Marcus Robyns, CA Northern Michigan University Marquette, Michigan
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Regent for Certification Maintenance (2015-17)	Tara Laver, CA Louisiana State University Special Collections Hill Memorial Library Baton Rouge, LA
Regent for Outreach (2014-16)	Elizabeth Scott, CA Lehigh University Bethlehem, Pennsylvania
Immediate Past President & Re- gent for Nominations (2015-16)	Daphne O. DeLeon, CA Nevada State Library & Archives Carson City, Nevada

Contact information for the Officers and Regents is available on the ACA website:
www.certifiedarchivists.org/about-us/officers.html

From the Regent for Examination Administration

Marcus Robyns, CA
Northern Michigan University
Marquette, Michigan

Last night the Chicago Cubs decisively defeated the St. Louis Cardinals in the National League Division Series. The Cubs now move on to the National League Championship Series! As a die-hard Cubs fan, you can imagine that I am having some difficulty staying focused this morning. In fact, I have arrived at the Archives decked out in my finest Cubs attire – possibly my new outfit for the remainder of my existence on this planet.

However, I shall not allow my insane exuberance to prevent me from submitting a somewhat coherent, if very brief, report on Exam Administration. We had another successful round of testing last summer in Cleveland and the other pre-selected and “pick your sites” around the country. 128 archivists sat for the exam and 87 passed, for an overall passing rate of 68 percent. I would like to develop ways to help archivists study for the exam, so that we can improve the passing rate. At the business meeting in Cleveland, I made a call for volunteers to help me develop and implement an online resource or study guide that would become part of the ACA’s web site. So far, no one has stepped forward to volunteer. If you would like to become more involved in ACA, please consider this opportunity as a good way for you to do so. Please contact me at mrobyn@nmu.edu.

For me, the highlight of Cleveland was the opportunity to chat with Mark Greene. I was able to thank him and remind him of just how important his work has been to me, personally and professionally. As you all know, Mark (along with Dennis

Meissner) is the author, among many other important studies, of *More Product, Less Process*. MPLP revolutionized archival management for many of us and made it possible for me to stop feeling like such a failure. I had met Mark many years ago (1998?)

when I attended his SAA advanced appraisal workshop. During a discussion of institutional records surveys, I remember telling him that as an archivist, all I care about is identifying and acquiring the permanent records and didn’t give a hoot about the non-permanent stuff (“5 years ... 10 years ... whatever you want, just toss it when you’re done”). He politely responded, “Well, I must tell you, that such an attitude makes you a damn poor records manager.” I was so proud. Thank you, Mark Greene, for all your great work and contributions to the archival profession!



You can now order your ACA polo shirt online!

Go to <https://certifiedarchivists.wufoo.com/forms/aca-polo-shirts-order-form-201516/> and you can order your shirt there; you can pick out your size and pay online if you’d like.

Please note that the cost is \$10.00 plus \$3.00 postage and handling.



Academy Profile: Sarah Choy, CA, Hong Kong

By Ruth E. Bryan, CA

Sarah Choy thought she was going to get a Ph.D. in political science in Australia, but in the break she took between her Master's degree and starting the new degree program, she got a job as Assistant Archivist at the Public Records Office of the Hong Kong Government and simply stayed on. She is currently in charge of the Legislative Council Archives of Hong Kong (LegCo Archives), a new program (2012) that she was hired to establish and operate. Sarah became certified in 2003, midway through her career, when she first heard about the Academy of Certified Archivists. She is certain that her certification made her a more convincing candidate than others to take on this role, especially as "archives management is still a pioneering field in Hong Kong and there are only a few qualified archivists around." Sarah notes:

"I realized that professional qualifications were important for people to recognize the importance of Archivists and the work we did. The certification is certainly a valuable process for it tells me whether or not I measure up with other professional colleagues and it does help build confidence in what I do at work."

Sarah also notes that among the other archivists in Hong Kong when the LegCo Archives was being set up, she was the only one that had been fortunate enough to work on almost all aspects of archives and records. Similarly, she found that



the certification exam touched upon different aspects of archival functions and activities, which "could be difficult for those who had not been exposed to such diverse areas...." Also, "certain questions were more relevant to American laws and systems."

The LegCo Archives (http://www.legco.gov.hk/general/english/sec/lc_archives/lc_archives.htm) is the first public sector archives in Hong Kong. Sarah chose to work for the Legislative Council "... primarily because I thought I could better use the knowledge and skills I had learned from the profession in helping those in need."

Ruth E. Bryan, CA, is Director of Technical Services & University Archivist at the University of Kentucky Special Collections Research Center, Lexington, KY, USA

Distinguished Service Awards

J. Frank Cook, CA and James B. Rhoads, CA

By Mott R. Linn, DA, CA

In 2002 ACA's Board of Regents created the Distinguished Service Award to acknowledge extraordinary service rendered to the Academy by its members. Each year, one or two members are selected for this honor. To celebrate the end of ACA's 25th year, ACA honored two who were instrumental in creating the Academy.

When the Society of American Archivists decided to form the Academy of Certified Archivists in 1987, it created the Interim Board of Certification whose task it was to make ACA from scratch. At that time, SAA President, William Joyce, appointed five individuals to the IBC: Edie Hedlin, Edmund Berkeley, Jr. (who was later replaced by Roy Tryon, and then Tryon was replaced by Paul Chestnut), J. Frank Cook, and James B. Rhoads, while Carol Huxley, the Deputy Commissioner for Cultural Education for New York State, was on the Board to represent users of archives and employers of archivists. These people with the help of hundreds of other archivists created ACA. ACA has already honored Hedlin, who chaired the IBC, with the DSA. We have now bestowed the same honor on Cook and Rhoads.

J. Frank Cook's most important accomplishment was managing the process of reviewing the 756 applicants who wanted to be "grandfathered" into ACA. In addition to determining whose experience was worthy of this and whose was not, he also oversaw the appeals process that those who were rejected could use for reconsideration.

In addition, Cook ran the 1990 membership survey. Because of his dogged determination to get everybody to respond, he achieved an astounding 97% response rate. Cook also served on ACA's Outreach Committee during 1995-96. Furthermore, he created ACA's archives and hosted it at the University of Wisconsin-Madison for many years.

Although James B. Rhoads was ACA's third President (which at that time had a 2 year term), his most noteworthy work for ACA came when he was on the IBC. Foremost, he oversaw the creation of ACA's Role Delineation Statement, which dozens of experienced archivists helped create. The RDS is the basis of much of what ACA does. For example, it is used as the foundation for developing our exam. Rhoads also managed the process of making the first exam, including the creation of all of the questions for it. Furthermore, Rhoads gave ACA some early credibility due to his having been the Archivist of the United States, President of SAA, and President of the International Council on Archives. On April 7, 2015, which happened to be a few weeks after Rhoads learned of being awarded the DSA, he passed away.

It is hard to conceive how ACA could have been created without the efforts of J. Frank Cook and James B. Rhoads. It is for this reason that ACA has honored them with the Distinguished Service Award.

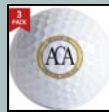
From the Regent for Outreach

Elizabeth Scott, CA
Pittsburgh Theological Seminary
Pittsburgh, Pennsylvania



Have you ever visited Café Press? It's an online shop where people can purchase products with the ACA logo: www.cafepress.com/academyofcertifiedarchivists

You can find everything from mugs to iPhone covers to earrings. Take a look, and order something fun!



Online Tools

Don't forget to visit the ACA facebook page: <http://www.facebook.com/ACA Archivists>. Add your own pictures of ACA events or connect with colleagues.



Visit the ACA website at:
<http://www.certifiedarchivists.org/>

And now you can join ACA on Linked In at:
<http://www.linkedin.com/groups?stPopular=&gid=1799847>



From the Regent for Nominations

Daphne O. DeLeon, CA
Nevada State Library & Archives
USF Libraries
Tampa, Florida



2016 Distinguished Service Award Nominations

In 2002 the Board of Regents established the Distinguished Service Award to acknowledge extraordinary services rendered to the Academy by its members.

Deadline: December 31, 2015

Submit to: Daphne O. DeLeon, CA Past-President

ddeleon@admin.nv.gov

Nominations should be submitted via email and include the individual's:

1. ACA impact
2. professional history
3. contact information



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

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