THE ICA-SUV NEWSLETTER

No. 2 / April 2011

DIGITAL GALORE –

a regular column on digital matters

page 5

A *Symbolic Globe*, see sidebar below

2010 ICA SUV ELECTION – RESULTS

page 8

SUV board meeting in Dundee, Scotland, 2010

SUV's SYMBOLIC GLOBE?

In 1995, and perhaps for the first time in architectural history, people from across the globe participating in the *Summit on Social Development* collaborated to put up this 15-meter globe in Copenhagen. The Danish civil engineer, Erik Reitzel, designed the globe which is now located on the piazza of UNESCO at Paris.
With Reitzel's kind permission, we propose to use the globe as the symbol for our newsletter representing SUV's efforts to create an interconnected and communicating global archival community.

Let us know what you think!

NEWSLETTER NEWS ...

Welcome to the second issue of the bi-annual ICA-SUV Newsletter published by the section on university and research archives of the International Congress of Archives.
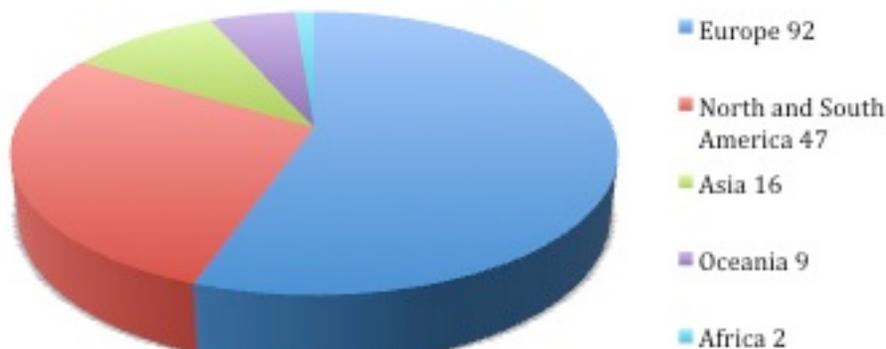
The newsletter is distributed digitally via our listserv and linked as compressed pdf from our website. Upon Michael Bolik's suggestion, we also offer a web-version of this issue for those of you who have a fast Internet connection. The website will go live on May 30 at http://www.library.illinois. edu/ica-suv/newsletter

If the web-version is a success and not too much work, the newsletter will continue to be published both as pdf and on the web.

The acting editorial board is currently developing editorial guidelines for the SUV Newsletter that will be presented to the board for its consideration at our annual conference in Edmonton in July 2011.

We welcome contributions to the newsletter and will consider them for inclusion when appropriate and submitted on time.

ICA-SUV membership by continent, T=166

- Europe 92
- North and South America 47
- Asia 16
- Oceania 9
- Africa 2

(as of Feb. 2011, ICA website)

✛ Executive Board Meeting, 2011,
William Maher, SUV chair

It was a privilege to represent the SUV at the 27-29 March meetings of the ICA Section Chairs and ICA Executive Board (EB) in Panama. The meetings revealed several significant changes now underway that promise to open the ICA and make it more dynamic.

In opening remarks, Martin Berendse, ICA President, stressed that the ICA needed to move from inside-outside thinking to emphasize the outside part of our mission. We needed to become part of today's information society and modernize ICA by updating governance, reforming CITRA, and building new partnerships. The following summary points showed this to be not just polemics (a more detailed report will be e-mailed to the SUV listserv in early May):

(1) A wiki/blog space has been added to the new ICA website to provide an on-line workspace for group development of documents.

(2) The EB adopted a plan to transform CITRA into an Annual Meeting open to all ICA members and anyone else interested.

ICA-SUV Annual Conference Delegates in Prague, Czeck Republic, 2010

Plasy Monastery, Western Bohemia –
2010 SUV conference excursion

ARCHIVES ACROSS THE GLOBE

The PROJECT MANUMED wants to improve knowledge and conservation of documentary and intangible cultural heritage in the Maghreb and the Mashreq, and is funded by the European Commission. Its Arabic, French and English site introduces programs, libraries and archives (including ICA members), digitization projects, a newsletter, and allows you to locate the rare book craftsmen in the region as well as publications, workshops, and a contest to create a video game within the world of books and libraries – perhaps to be extended to archives?   Visit http://www.manumed.org/en/index.htm for more information.

✚ IN THE LIMELIGHT

… highlighting interesting archival literature and online sites.

Africa Research Central (ARC) is an online English and French clearinghouse of African primary sources in Africa, Europe and the US and an unequalled resource for archivists. The site, http://www.africa-research.org, is maintained by Prof. Kathryn Green and Dr. Susan Tschabrun at California State University, Fullerton.

ARC lists African studies archives, libraries, and museums, primary sources, access conditions, restrictions, important holdings, collection size, year founded, publications, references, and related sites.

In addition, the site offers resources regarding conservation and preservation, relevant organizations, and other sources of repository information.

What makes this site uniquely useful, however, is its **Repository Wish List**. Here institutions in Africa publicize their preservation needs ranging from building and environmental control needs, to supplies, equipment and personnel training needs.

Anyone who would like to donate or assist African institutions with their preservation needs can search the *Wish List* by specific institution, country, or by particular preservation needs.

With its list of self-identified preservation needs, the *African Research Central* could help SUV realize what we have discussed at board meetings over recent years: how to develop section programs to exchange resources with and offer assistance to resource poor archives.

RADIOACTIVE MATERIALS AND ARCHIVAL ISSUES

As is its destiny, radioactive material has a long-term and potentially existential relationship with archives. Given today's crisis in Japan, just consider appraisal, long-term preservation, and access issues regarding the records of nuclear power stations, armament production and nuclear storage sites for as long as material remains radioactive or when there has been an accident or nuclear explosion (see e.g. a EU dramatized video clip *Digital Preservation and Nuclear Disaster* http://www.openplanetsfoundation.org/digiman).

It was Marie Curie who coined the term 'radioactivity' and discovered radium and polonium in 1898. Preserving her research, laboratory, and papers, however, is not a mundane undertaking. Her highly contaminated laboratory notebooks are stored in a lead coffer at the French National Library; usually only scanned surrogates can be consulted. Other contaminated material of her and her husband at the Musée Curie in Paris can be inspected behind glass or lead glass windows while the furniture are replicas of highly contaminated originals (correspondence with Renaud Huynh, Head of the Musée Curie, Paris, France).

Archival appraisal and retention policies also reflect the particular nature of radioactive material, see e.g. the *2007 Appraisal Policy* by the National Archives of the USA. Organizations such as the

+ ASSISTANCE

… a place to find resources, grant opportunities, assistance programs, etc.

PORTAL FOR NATIONAL COPYRIGHT AND ELECTRONIC ACCESS LAWS

This UNESCO site organizes copyright and electronic access rights legislation by continent and then country. Legislation is usually translated into English, French, and Spanish, the official languages of UNESCO. The site is at http://portal.unesco.org/culture/en/ev.php-URL_ID=14076&URL_DO=DO_TOPIC&URL_SECTION=201.html

In related news: a new working group on copyright was established by the ICA Management Commission in 2010; the current and former SUV section chairs are members.

French National Radioactive Waste Management Agency (*ANDRA*) are working on creating repositories for high-level and long-lived radioactive waste in deep geological formations. While their public reports do not yet mention preservation and access to documentation about such sites, the International Atomic Energy Agency, with its statutory objective of increasing the use of nuclear energy, has published technical report series no. 467: *Long Term Preservation of Information for Decommissioning Projects* which includes long-term media and hardware considerations as well as problems already encountered with inadequate RMSs.

+ SUV PROJECTS

SUV Membership Survey
Over the last year members had two opportunities to respond to the SUV membership survey in English or French, a project supervised by Megan Sniffin-Marinoff. Results will be shared with SUV members this year.

Student Files and Records - PCOM Project
Funded by PCOM, a group of SUV members headed by Gatis Karlsons are currently working on (1) a survey regarding student records and (2) guidelines for appraising them.

PCOM re Curator's Workbench project
The SUV board voted to support this

application, with PCOM funds intended to pay for travel costs of workbench developers to the UK. The project seeks to develop a user community for an extensible, multi-platform digital collection and appraisal tool for the desktop.

ICA Constitutional Amendment
In December 2009, Susanne Belovari suggested an amendment to the ICA constitution to ensure that all ICA members can participate at ICA Congresses and CITRA (soon open to all). In March 2011, the SUV board voted to accept the proposed amendment text and the proposal is

now being presented to appropriate ICA channels for consideration (see *Executive Board Meeting 2011, p. 2*).

Online Bibliography of Archivists
In Prague 2010, the SUV board decided to develop an online biography of archivists: not knowing each other's traditions hampers the field and is a disadvantage at conferences or when reading the international literature. Julia Dziwoki and Susanne Belovari are currently developing a prototype and related policies. They will be looking for volunteers to submit trial biographies soon.

+ PAST, PRESENT, FUTURE
… archival history across time

SUSTAINABLE ARCHIVES has been a longstanding concern or goal for resource poor countries. The concern may encompass such aspects as local supplies, import substitution industrialization, or lack of money and predates the current global definition in terms of environmental topics regarding archival supplies, work processes, and storage for instance.

An early study here was e.g. the master's thesis by Antonio Gonçalves da Silva of the National Archives of Brazil. The author researched the substitution of banana leaf paper for Japanese paper at a time when imported Japanese paper used in document restoration was prohibitively expensive (*Utilization of Banana Pseudostems for the Production of Cellulose and Paper, 1998*). Recent related research at the University of Jayewardenepura in Sri Lanka established the superiority of Sri Lanka's three banana varieties for paper pulp production; for information go to http://environmentlanka.com/blog/2009/use-of-banana-leaves-in-manufacture-of-high-quality-paper/. And among several online companies, *EcoPaper* from Costa Rica already sells acid free banana fiber paper.

Sharon Alexander-Gooding, Cherri A. Beckles and Stanley Griffin, University of the West Indies, Prague 2010

Executive Board meeting in Panama, 2011

+ DIGITAL GALORE

Everyone agrees that there is an abundance of digital material in today's world. Of course, that means there is plenty of it waiting for archival capture and treatment – but archival tools, methods, resources, and skill levels might not yet be ready for all the tasks. Across the globe, innumerable archivists are working on 'permanently' preserving digital records and making them accessible – but many of us feel woefully underfunded, under-skilled, and un-informed.

To help address these perceived shortcomings, DIGITAL GALORE will become a regular column introducing useful sites, tools, methods, standards, and discussions regarding e-records. In this first column, we will introduce the PRATICAL E-RECORDS blog from the USA, tools and services offered by PLANETS, originally funded by the European Commission, and an article about one's digital footprint after death.

PRACTICAL E-RECORDS is an

excellent blog for archival generalists, created and maintained by Chris Prom (University of Illinois, Champaign-Urbana) at http://e-records.chrisprom.com/

Discussing efforts and projects from across the globe, this blog includes recommendations, sample policies and templates, policy developments, resources including e.g. software and tools, best practices, project reports, and a bibliography. For archivists straining to find the resources and skill sets to preserve digital materials, the site is worth one's careful attention and it is being updated continuously.

PLANETS (*Preservation and Long-term Access through Networked Services*) at http://www.planets-project.eu and now the *Open Planets Foundation* strives to provide a scientific approach to digital preservation by offering a structured way to create a digital preservation plan and a test bed (i.e. a controlled environment)

where preservation tools can be tested and evaluated by empirically comparing experiment results.

PLATO, PLANET's *Preservation Planning Tool*, helps archivists create a preservation plan including very useful (graphical) preservation requirements/policy trees to compare results from various tools. A Testbed lets you test open software tools with sample files but you can also evaluate local tools within PLATO. While PLANETS is still being developed, it represents the first all-encompassing approach to digital preservation planning for under-funded and resource-poor archives. Its operative definitions, required resources, and work model can be adapted to the needs of smaller archives and are not just applicable for its current primary collaborators, i.e. national libraries and archives.

A detailed plan will be prepared for action at the ICA Annual General Meeting in Toledo, Spain, next October.

(3) There is continued concern about the carryover of unexpended funds from one year to the next. We need better budget planning to allocate more tightly and spend down allocations before year's end. The Programme Commission's existing carryover balance will be converted into a special fund for disaster response. Meanwhile, income and budgets for 2012 and beyond may be reduced because of the global economic slowdown.

(4) There was spirited discussion of whether there should be members-only content on the ICA website. It was agreed that a division between member and non-member content should be maintained, but we need an outline of which specific content belonged as members-only and for how long. More to come on this at the October Executive Board Meeting.

(5) The Section Chairs supported the SUV's call for assurances that future ICA meeting sites are selected so that no member encounters visa barriers as happened to some in 2008. Yet, there was concern that SUV's proposal set such a high standard that it would be impractical and highly unlikely to obtain sufficient support for passage as constitutional amendments. Instead, a better course would be to incorporate the call for inclusiveness into a policy of the Management Commission, which could be done immediately by requiring that all bidders' dossiers include an explicit commitment to making the meeting accessible without regard to political barriers.

(6) From Chile's Osvaldo Villaseca Reyes we heard a call for greater attention to Latin America. President Berendse noted a number of joint proposals to address the concern. The EB also reviewed a draft Memorandum of Understanding with the World Bank aimed at integrating archives as components of development projects.

An overall impression from the Panama meetings is an emerging sense among the Section Chairs that as the locus of specialized expertise they are at the pulse of the profession, and that we can take a leadership role in defining ICA's future. Yet, the advantage will be to those sections able to develop projects in collaboration with other ICA sections or branches. Through such cooperative ventures we will have access to more funding and gain greater credibility.

SUV board meeting, Dundee 2010

+ HOW TO LOCATE / CONTACT SUV MEMBERS

- *SUV LISTSERV:* if you want to post a message to all SUV members who have e-mail, please use suv-members@jiscmail.ac.uk

- *INDIVIDUAL MEMBERS:* if you want to contact a member or SUV members (including those without e-mail), use the member list at the ICA website, linked from SUV's website http://www.library.illinois.edu/ica-suv/officers.php

+ JOINING SUV + MEMBERSHIP FEES

SUV's website, http://www.library.illinois.edu/ica-suv/, explains how to 'join' ICA-SUV and ICA.

Many prospective members ask what it will cost to join ICA and then specify ICA-SUV as one's section. While membership fees for institutional members (category C) are assessed by a key, individual members (category D) have two options when joining ICA/ICA-SUV.

A **full individual membership** for Euro 100.-/year gives a member all rights and ICA's publications (*Comma* and *Flash*); a **reduced individual membership** for Euro 20.-/year includes no publications.

+ SUV CONFERENCES 2010+ 2011

SUV at Prague, Czech Republic, 2010 (by Bolik and Velloso)

In fall of 2010, our annual SUV conference, *Archival Tradition and Practice: Are Archivists Historians?*, took us to Charles University in the center of old Prague. The

presentations and discussions between archivists, professors, lecturers, and researchers from Austria, Barbados, Belgium, Brazil, Canada, the Czech Republic, Jamaica, Latvia, Norway, Poland, Romania, Spain, Sweden,

Switzerland, Togo, UK, United Arab Emirates, and USA revealed major national differences regarding the role and functions of archivists who either have to be historians or have to have an awareness of historical research methods as well as other disciplines in their day-to-day activities. Among other issues, we discussed professional education and identities, national user expectations, and the politics of archivists' work. Participants enjoyed the various cultural programs including a visit to Strahov Monastery and formed or strengthened professional ties. As always, the conference included SUV's Annual General Meeting and a board meeting.

SUV at Edmonton, Canada 2011 (by Bolik and Velloso)

Moving from the heart of continental Europe to the western regions of the American continent, our next SUV Annual Conference will be held from July 12-16, 2011 at the University of Alberta, Edmonton, Alberta, Canada. The conference's topic, *Best Foot Forward: Inreach and Outreach for Archivists,* will provide a great forum to discuss major

funding, resource, in- and outreach challenges faced by archivists today and which are issues discussed across the globe.

To encourage SUV members to attend the conference, the section offers four bursaries of 350.- Euros each to defray some of the cost. The closing date for bursary applications is April 30, 2011 (http://www.dundee.ac.uk/cais/suv2011/index.htm).

+ SUV NEWS

SUV RESOURCES / MEMBER BENEFITS

Next to projects, the annual conferences, and the SUV listserv, SUV members also benefit from recent section developments including

- a website hosted by the University of Illinois archives
- a brochure, both print and downloadable versions in Chinese, English, Spanish and soon French
- new conference paper submission guidelines (2010)
- new conference review committee guidelines (2010)
- *Management and Preservation of Scientific Records and Data* (2011), a new online handbook, published by SUV's Committee on Scientific and Research Data and available at http://www.ica.org/7462/news-events/new-handbook-management-and-preservation-of-scientific-records-and-data.html
- frequent board meetings (in the last years, the board has met twice a year. This has been an organizational challenge given that board members work on four continents.
- and, of course, the *SUV Newsletter*

Brochures, governing documents, newsletter, and SUV publications which include conference proceedings/conference photographs and bibliographies can be downloaded from our SUV website at http://www.library.illinois.edu/ica-suv/

TRANSLATION VOLUNTEERS NEEDED

If you are fluent in another language and feel comfortable translating archives related texts from English into other languages, please contact us.

We always need volunteers to translate texts, be they messages to members, web pages, SUV pamphlets, etc.

ICA's official languages are English and French, and we strive to eventually have all essential documents translated in both languages. Of course, we also want to have material, e.g. our pamphlets, available in other languages.

This is an easy way to get more involved in your section and will not take much of your time each year. Please contact the board or the newsletter editor if you want to volunteer.

The outgoing SUV board, Prague, 2010

DIGITAL LIFE AFTER DEATH
In an article in the *New York Law Journal* from January 27 2011 titled *'What Happens to Your Digital Life When You Die?,'* Ken Strutic discusses the right to privacy, to control one's digital footprint after death or incapacitation, including social media (e.g. YouTube or Facebook), emails, digital records and virtual wills (http://www.law.com/jsp/cc/PubArticleCC.jsp?id=1202479380979&What_Happens_to_Your_Digital_Life_When_You_Die)

Strutin points out the unsatisfactory situation regarding virtual secrets and digital assets when nobody has the authority and knowledge 'to conclude the business of cyber-afterlife' compounded by the difficulty of defining a person's digital footprint. This cyber-afterlife might have emotional, commercial, human metrics, intellectual, property as well as historically permanent, i.e. archival values that raise issues of access, security, individual/family/group privacy, and vetting before preservation among others.

+ ICA-SUV BOARD ELECTIONS 2010

Because only one candidate was nominated for each vacancy in spring 2010, the nominated candidates were 'elected by acclamation' according to *ICA-SUV Nomination and Election Guidelines.* Elections are held in even numbered years with one-half (six members) of the Section Bureau elected in each election. Terms are for four years.

Outgoing members: Juliane Mikoletzky (chair, AUT)), Renata Arovelius (SWE, vice-chair), Megan Sniffin-Marinoff (USA).

Incoming/re-elected members: William Maher (chair, USA), Gatis Karlsons (LVA, vice-chair), Susanne Belovari (AUT, USA), Anna Dolamanus (POL), Julia Dziwokia (POL), and Richard Szary (USA).