

# Diversity and Inclusion Coordinator's Report

## Mid-Atlantic Regional Archives Conference

Geof Huth and Molly Tighe

9 April 2018

The MARAC Steering Committee reviewed the report of the Task Force on Diversity and Inclusion at its April 2017 meeting. At that time, Steering recommended the Diversity and Inclusion Committee would be a special committee appointed by the chair and that the head of the committee, the Diversity and Inclusion Coordinator, sit on Steering. Effecting this change would require a vote of the members to change the bylaws, which vote has not yet occurred.

At its July 2017 meeting, Steering Committee decided to hold a Diversity and Inclusion town hall with the membership at the fall 2017 meeting in Buffalo, New York. Geof Huth and Molly Tighe, both at-large members, volunteered to arrange and run that town hall and to serve as the interim diversity coordinators until a formal committee was established.

At the MARAC meeting that fall, Molly and Geof led a discussion with a few hundred members about diversity and inclusion in MARAC and how the organization should address and improve that situation. Opened by Vin Novara, this town hall discussion began with a synopsis of the report from the Task Force of Diversity and Inclusion. Most of the meeting, however, was a discussion of diversity and inclusion in the profession and how to address that issue. To ensure access to this session, Ilhan Citak streamed the entire session on Facebook Live. The interim coordinators created a summary of this discussion, based in large part on the notes on the meeting taken by MARAC secretary Jennie Anne Levine Klein, and this was published in the next issue of *Mid-Atlantic Archivist*.

In mid-January of 2018, the MARAC Steering Committee held a discussion on whether it should release a statement in response to President Trump's racist comments on "shithole countries" versus countries such as Norway. Although members of Steering Committee were outraged by these comments, members decided this was not an archives issue and that MARAC could not reasonably respond to all social and political controversies that arose in the nation.

In early April, Vin Novara reached out to the interim coordinators to discuss MARAC providing conference attendees at the meeting in Hershey, Pennsylvania, with a means by which to communicate their preferred pronouns. The three of us agreed that this was a good idea and decided that ribbons to attach to nametags would be the best solution for us. Novara ordered and paid for the ribbons himself. Molly Tighe drafted a blog posting on the ribbons, which Huth signed on to, for the conference blog, and the ribbons will be available at our April 2018 meeting.

Report from MARAC Awards Committee  
Steering Committee Meeting  
April 12, 2018

MARAC awards were advertised and awarded following our scheduled cycle. This Saturday the following awards will be presented at the business meeting:

Finding Aids Award  
Distinguished Service Award  
Joan Echtenkamp Klein, Marsha Trimble, and Karen Stuart Scholarships

Respectfully submitted,

Adriana P. Cuervo, CA  
Awards Committee Chair

# MARAC

Mid-Atlantic Regional Archives Conference

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New York • Pennsylvania • Virginia • West Virginia

**Date: April 12, 2018**

**To: Members of the MARAC Steering Committee**

**Re: Summary of the Communications Committee Activities (February 2018-April 2018) for Spring Steering Committee Meeting, April 12, 2018**

The Communications Committee is comprised of the following members: Ilhan Citak (Co-chair), Liz Scott (Co-chair), Eric Arnold Fritzler, Michael Martin, Jodi Boyle, Heidi Abbey Moyer, Lynsey Sczechowicz, and Christopher Hartten.

**Newsletter MAA:** Jodi and Michael will be implementing a new series in the upcoming newsletters which will debut in the Summer issue. "MARAC Turns 50" will be a regular feature where past chairs will reflect on the significance of MARAC over the past 50 years, note how their time as chair affected their overall archival career, and share some memorable MARAC moments. The first past chair to be participating in the column will be Ron Becker. Jodi and Michael hope to have other chairs provide similar contributions (either as written submissions or in the form of a phone interview) in upcoming issues leading up to the 50th anniversary in 2022.

The latest issue of the *MAA* was published in late March 2018.

**Blog/Social Media:** Lynsey has been maintaining the blog and social media, advising the Hershey publicity team on social media, and contacting the Hershey program editor to make sure that hashtags are included in the Hershey program. After this conference, Lynsey will be cycling off of the committee. Potentially taking her place will be Laura Cleary. She was recommended as a replacement and we are currently reaching out to her to see if she is interested in the position.

**Technical Leaflets:** Chris and Heidi have been investigating registering the Technical Leaflets to become a peer-reviewed publication. In the final editing stage is the *Digital Exhibitions: Concepts and Practices* leaflet which will be ready for full publication shortly. To date, with the help of Sara Predmore, they have applied for an ISSN number which is one of the beginning steps in the process. Chris also mentioned that we should probably have an author contract form that formally permits MARAC to publish the leaflets or other peer-reviewed publications. Chris has an example of a contract he drew up for MARAC which will be sent out for approval before we begin using it. (See Appendix A)

Lastly, the Communications Committee teamed up with members Molly Tighe and Geof Huth who were moderating the Town Hall meeting which focused on Diversity and Inclusion at the

MARAC Meeting in Buffalo, NY. They suggested we livestream the meeting via our Facebook page which we did. (<https://www.facebook.com/groups/7834911567/>)

Ilhan set up his phone on a tripod to film the event and I, with the help of other Steering members, monitored the feed in order to catch questions and comments. While the livestream did not have a huge amount of people watching or asking questions, we were still happy with the type of access we were able to provide to members.

Respectfully submitted by Liz Scott and Ilhan Citak, Co-Chairs

## MARAC Communications Committee Spring 2018 Report

### Appendix A



Date

Name

Address

Dear [Name of Author]:

We are delighted to inform you that the technical leaflet you submitted to the Mid-Atlantic Regional Archives Conference (MARAC) has been accepted for publication.

You will retain copyright to the leaflet following its publication on the MARAC website. Authors of accepted works will assign to MARAC the non-exclusive right to electronically distribute these materials. All published works will include licensing information reflecting the Creative Commons Attribution-NonCommercial-NoDerivatives 4.0 International Public License:

<https://creativecommons.org/licenses/by-nc-nd/4.0/legalcode>

MARAC reserves the right to revise, edit, or otherwise modify the work, and the author agrees to cooperate with the review and editing process. We understand, and you warrant to us, that the manuscript is original and previously unpublished. You further represent and warrant that to the best of your knowledge the leaflet will not infringe on another's work or violate any right of privacy or other right of a third party. In the event that any complaints or claims relating to the work are made by any third party at any time, whether a formal legal complaint or otherwise, the author will fully cooperate with MARAC in responding to and defending against such complaints or claims.

Please sign and date this contract and submit it as a scanned attachment to [chha@loc.gov](mailto:chha@loc.gov).

Sincerely,

Chris Hartten  
Editorial Board  
Mid-Atlantic Regional Archives Conference

Agreed and accepted: \_\_\_\_\_

[Name of Author]

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MARAC Education Committee Report  
Submitted by Paige Newman

## **Hershey Workshops:**

### **Audiovisual Processing Workshop**

Full Day Workshop: 9AM-4PM

Instructor: Siobhan Hagan

### **Collections Care Training: Techniques and Materials for Handling and Transport of Paper**

Full Day Workshop: 9AM-4PM

Instructor: Dyani Feige

### **Dating 19<sup>th</sup> Century Portrait Photographs**

Half-Day Workshop: 9AM-12:30PM

Instructor: Gary Saretzky

### **Data Privacy for Born-Digital Collections**

Half-Day Workshop: 1PM-4PM

Instructor: Annalise Berdini

## **Off-Conference Workshop:**

### **Copyright Fundamentals for Librarians and Archivists Workshop**

Full Day Workshop: 9AM-4PM at the Library of Virginia, Richmond

Instructor: Peter Hirtle

## **Wilmington Workshops:**

### **Cultural Diversity Competence**

Full Day Workshop: 9AM-4PM

Instructor: Helen Wong Smith

Archives-related disaster planning/recovery workshop

Full Day Workshop: 9AM-4PM

Instructor: Delaware Disaster Assistance Team (DDAT)

Building Lesson Plans with Educators using Primary Sources

Half Day Workshop:

Instructor: Tom Summers, Delaware Public Archives

**Other activities:**

Review current suggested MARAC workshop/instructors contracts

Review current suggested MARAC workshop cancellation/refund policy

**Education Committee:**

Dawn Sherman-Fells

Deirdre Joyce

Leslie Van Veen McRoberts

Elizabeth Wilkinson

# MARAC

## Membership Committee Report

### April 2018

#### Membership

- Sara A. Borden, Chair
- Sierra Green
- Theresa Altieri Taplin
- Helice Koffler
- Sheridan Sayles
- Yukako Tatsumi
- Cara Griggs
- Jennie Knies, MARAC Secretary (ex-officio)
- Sara Predmore, MARAC Administrator (ex-officio)

#### Progress and News

- Mentorship Program

We hoped to have a mentorship program ready to roll out, but in exploring similar programs, came up with several questions that we would like input from Steering to answer.

- Other local professional archivists associations expressed concerns that, while they wanted to set up a mentoring program, they didn't want to impinge on SAA's efforts. Do we share this concern?
  - One program, the Midwest Archives Conference, runs a similar program, but is having trouble balancing their demographics. In their case, they have many more mentors than mentees, which is a problem we've had with the Conference Liaison Program.
  - We looked at similar professional organizations (SAA, AAM, AASLH, MAAM, ALA, MAC) and many focus their networking opportunities on their in-person events, such as their annual meetings. Do we take a similar approach or capitalize on the vacuum and enact a mentoring program, understanding that it might be more virtual than in-person? One barrier we would like to overcome is that many in-person networking events require travel (for instance, to the conferences) and other economic hurdles that might prevent participation for students or new professionals.
  - How would mentors and mentees be matched?
  - We thought perhaps a survey to gauge the appeal of the program is in order. We want to investigate targeting a particular audience with the survey, rather than the entire group, to really focus on what will be most helpful. We will work to draft a survey and work with the Administrator so that the right people answer our questions.
- Conference Liaison Program  
Once we have established more framework for the Mentorship Program, we will work on getting this program back to functional status.
  - Changes to Caucus Listservs  
Sara Predmore brought forth a proposal that would change the way that caucus



listservs are handled through MemberClicks. Currently, administering the caucus listservs requires a lot of intervention on the part of the Administrator. In addition, the recent MemberClicks upgrade allows members to have broader access to join listservs through their online profiles without administrator intervention. Please note that the below proposal is not suggesting that the fees for joining listservs be changed, simply that MARAC allows members to control their own subscriptions without the Administrator, thus freeing more time for the Administrator to handle more important tasks.

- Proposal: The Administrator proposes that members have access to join and manage their caucus listserv preferences without Administrator intervention and that all caucus listservs are open to all members regardless of designated caucus.
- Justifications:
  - Information shared through caucus listservs is normally about events, legislation, and job opportunities. This is good information for everyone. In our efforts to be inclusive, this information should be open to all members by allowing them to join whatever caucus listservs that they want and give them the system access to do it themselves.
  - We should maximize the capability of the system upgrade instead of trying to work around it. Currently, in trying to keep the same process that we used with the old system where the Administrator subscribes people to the caucus listservs, the new system requires an additional transaction per person using group assignments and consequently limits member access within their profiles.
  - This change would empower people to control their listserv preferences and hopefully help them to become more comfortable in using our website and managing their profiles.
  - A how-to guide would be created and sent (more than once) to assist members in managing their preferences.
- Upcoming Priorities: Graduate Students
  - Survey for graduate students: What do they get out of MARAC? What would they like to get out of MARAC? Would they like to be more involved and, if so, how?
  - Should or could MARAC have a graduate student representative on its Steering Committee? How would this position be established, through election or appointment? What would the responsibilities of the position be?

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## **MARAC Nominations and Elections Committee Report April 2018**

The MARAC Nominations and Elections Committee thanks all members who voted in this year's election and extends congratulations again to the following individuals, who will begin their terms of office on July 1, 2018:

### **Officers**

#### Chair-Elect

Rachel Grove Rohrbaugh

#### Treasurer

Amanda Koss May

### **Caucus Representatives**

#### Delaware

Kevin Brown

#### District of Columbia

Derek Gray

#### Maryland

Matt Testa

#### New Jersey

Don Cornelius

#### New York

Kate Palm

#### Pennsylvania

David Grinnell

#### Virginia

Jessica E. Johnson

West Virginia

Jane LaBarbara

**Committees** (\*\* If multiple candidates elected, indicates highest vote recipient)

Arline Custer Memorial Award Committee

Jasmine Smith\*\*

Matthew Strauss

Distinguished Service Award Committee

Jodi Boyle

Finding Aids Award Committee

Phoebe Kowalewski\*\*

Elizabeth Shepard

Nominations & Elections Committee

Jennifer Henderson\*\*

Meg Hogan

Darlene Richardson

Scholarship Committee

Cindy Bendroth\*\*

Colleen McFarland Rademaker

Alan Delozier (will serve one year)

Many thanks go to Sara Predmore, the MARAC web team, my fellow NEC members Dyani Feige, Wesley Chenault, Melissa McMullen and Maegan Peterman, and all other MARAC members who contributed to the process.

Regarding the upcoming vote on changes to the MARAC by-laws, ballots will be distributed to all MARAC members for a single yes or no by email or postal mail in the 10 days following the Hershey Business Meeting this month. Many thanks again to Sara Predmore for all her help preparing the ballots.

Respectfully submitted,

Melissa Lindberg

NEC Chair

April 5, 2018