



ACA News

The Newsletter of the Academy of Certified Archivists Issue 80 Winter 2013

President's Message

Laura Lyons McLemore, Ph.D., CA
Noel Memorial Library
Louisiana State University



On behalf of the Academy of Certified Archivists, happy new year! It promises to be a busy and productive one for the archival profession. The ACA Board of Regents and the Exam Development Committee met in mid-February with many items on the agenda, among them two important reports from the Task Force on Diversity, co-chaired by Jessica Lacher-Feldman, CA and Wesley Chenault, CA and the Task Force on Item Bank Analysis, chaired by Marcus Robyns, CA.

The Task Force on Diversity was charged with compiling answers to diversity-related questions that might lead to actionable steps pending ACA leadership review and consideration. The Task Force on Item Bank Analysis identified gaps in the information covered by the certification exam and evaluated the sufficiency of the available literature. Summaries of these reports were printed in ACA's last newsletter. The recommendations will be taken up for action by the Board of Regents at the mid-year meeting. The Board will also have its first opportunity to review the recommendations of another task force on Recertification and Records Management, chaired by former ACA president, Judy Cetina, CA.

Following up on the successful program initiated by past-president Brenda Gunn, CA, I encourage ACA members to consider mentoring this year if you have not already done so. Every member who submits an application to a formal mentorship program (such as the SAA men-

In this Issue

President's Message	1
In Memoriam.....	2
From the Regent for Certification Maintenance.....	3
Jameson Award & Distinguished Service Award Seek Nominations.....	4
Western Archives Institute..	5
Academy Profile: Susan Laura Lugo.....	6

ACA News is published four times a year by the
Academy of Certified Archivists
1450 Western Avenue, Suite 101
Albany, NY 12203
Phone: (518) 694-8471
Fax: (518) 463-8656
www.certifiedarchivists.org

(continued on following page)

toring program) through August 1 will be entered into a drawing. Five will receive a dues waiver for 2014! When submitting your mentor application, simply send me a message letting me know you have done so and you will be entered into the drawing. Mentoring is a wonderful way to be an advocate for the profession as a whole and specifically for ACA.

On the global stage, Gregor Trinkhaus-Randall, CA, who ably represented the Academy at the International Council on Archives last summer will be our delegate again in Brussels this year as the result of an agreement between SAA and ACA to co-sponsor a joint representative to ICA and its Section on Professional Associations. Gregor's report on the ICA meeting in Brisbane was also included in the Fall newsletter. We are fortunate to have established a tradition of informed and engaged representation.

Speaking of traditions, it seems like just yesterday that ACA was celebrating its 20th anniversary, so it is hard to realize that our silver anniversary is only a year away. ACA will celebrate its 25th anniversary in Washington, D. C. in 2014. A committee will be or-

ganized soon. I urge any members who have ideas and are interested in planning and possibly fundraising for this event to contact me or the Regent for Outreach, Courtney Chartier.

Another well-established tradition in ACA is the professional engagement of certified archivists. It is, in my opinion, what makes the Academy of Certified Archivists so extraordinary. I want to take this opportunity thank you and to remind you about the Legacy Travel Award, established by the Academy to foster participation in ACA events by its members, to encourage professional development and thus certification maintenance, and to support the development of potential new Academy leaders from among the membership. I close by urging you to apply for the Legacy award, attend the annual meeting of the ACA membership in New Orleans, become a mentor, make a presentation to a student group, write an article, wear your CA pin proudly, and uphold that wonderful ACA tradition of involvement.



Correction! Taskforce on Item Bank Analysis

Marcus C. Robyns, CA, chaired the Taskforce on Item Bank Analysis. Thanks to Marcus and the other members of the Task Force, Anne Diffendal, CA; Brian Johnson, CA; Cindy Smolovik, CA; Nancy Melley, CA; Sharon Carlson, CA; Michael Holland, CA; and Mary Elizabeth Ruwell, CA.

In Memoriam: Audrey Ann Newcomer, CA

September 5, 1953 - December 5, 2012

Audrey Ann Newcomer, Director of Archives with the Archdiocese of St. Louis, died on December 5, 2012. Audrey was admitted to the Academy of Certified Archivists in 2004. She was the former Director of the Medical Libraries of St. Louis University and University of Arkansas-Little Rock. She was also a member of Gamma Phi Beta, Catholic Library Association, SLARA, and ARMA.

Memorial contributions requested to the St. Vincent DePaul Society. Friends may express condolences at www.hoffmeistercolonial.com.

ACA Officers

President (2012-13)	Laura Lyons McLemore, Ph.D., CA Noel Memorial Library Louisiana State University Shreveport, Louisiana
Vice President/ President-Elect (2012-13)	Margery N. Sly, CA Special Collections Research Center Temple University Libraries Philadelphia, PA
Treasurer (2012-14)	Todd Welch, CA Cline Library Northern Arizona University Flagstaff, Arizona
Secretary (2011-2013)	Shaun Boyd, CA Douglas County Libraries Castle Rock, Colorado
Regent for Examination Administration (2011-2013)	Daphne O. DeLeon, CA Nevada State Library & Archives Carson City, Nevada
Regent for Examination Development (2012-14)	Tomaro I. Taylor, CA FMHI Research Library USF Libraries Tampa, Florida
Regent for Certification Maintenance (2011-13)	Kristy Sorensen, CA Austin Presbyterian Theological Seminary Austin, Texas
Regent for Outreach (2012-14)	Courtney Chartier, CA Robert W. Woodruff Library Atlanta University Center Atlanta, GA
Immediate Past President & Re- gent for Nominations (2012-13)	Brenda Gunn, CA University of Texas at Austin , Briscoe Center for American History Austin, Texas
Chair, Nominating Committee (2012-13)	Matthew Darby, CA University of Texas at Austin , Briscoe Center for American History Austin, Texas

From the Regent for Certification Maintenance

Kristy Sorensen , CA
Austin Presbyterian Theological
Seminary
Austin, Texas



Every five years a lucky batch of Certified Archivists gets the opportunity to prove their continued dedication to the profession and continuing education by recertifying, either by submitting a recertification petition or by sitting for the exam in August. If you are due to recertify in 2013, you should have already received an email notification with instructions on recertifying. If you didn't receive a notice and think that you are up for recertification this year, or if your contact information has changed and you think you might have missed the notice, contact the ACA Secretariat at aca@caphill.com

Information on recertifying by petition or exam is available on the ACA Web site (<http://www.certifiedarchivists.org/members-area/certification-maintenance.html>), which also includes links to our online forms and templates. Even if you aren't due to recertify this year, taking a look at the petition form in advance can help you plan ahead and gather the information you will need when it is time to submit your petition.

Questions? Feel free to contact me at ksorensen@austinseminary.edu



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

J. Franklin Jameson Archival Advocacy Award Seeks Nominations

Society of American Archivists

The J. Franklin Jameson Archival Advocacy Award Subcommittee of the Society of American Archivists seeks nominations for the 2013 award.

<http://www2.archivists.org/governance/handbook/section12-jameson>

Established in 1989, this award honors an individual, institution, or organization that promotes greater public awareness, appreciation, or support of archival activities or programs. The individual's or institution's contributions may take the form of advocacy, publicity, legislation, financial support, or a similar action that fosters archival work or raises public consciousness of the importance of archival work. Contributions should have broad, long-term impact at the regional level or beyond. Up to three awards may be given each year.

Recent Winners:

2012: Eve Kahn, Bebe Miller, Phillip Stewart

2011: "Who Do You Think You Are?" (NBC)

2010: The Gladys Krieble Delmas Foundation

2009: Ross King (Georgia Historical Records Advisory Board)

2008: Data-Intensive Cyber Environments (DICE)

Eligibility: Nominees must be from outside the archives profession. Individuals directly involved in archival work, either as paid or volunteer staff, or institutions or organizations directly responsible for an archival program are *not* eligible for this award.

Mailed materials **must be postmarked by February 28, 2013** and should be sent to:

J. Franklin Jameson Archival Advocacy Award
Committee

Society of American Archivists

17 North State Street, Suite 1425

Chicago, IL 60602-4061

Nominations may be submitted electronically; please see the nomination form for details. *For more information on SAA awards and the nominations process, please go to:*

<http://www.archivists.org/recognition/index.asp>

Make a Nomination for the Distinguished Service Award!

Know someone in ACA who deserves recognition? To make a nomination for the Distinguished Service Award, submit the [nomination form](http://www.certifiedarchivists.org/members-area/distinguished-service-award.html) (<http://www.certifiedarchivists.org/members-area/distinguished-service-award.html>) to the ACA Secretariat. Nominations received by April 1 are eligible for consideration by the Distinguished Service Award Committee for this year.

Recipients

2012 Marty Levitt

2011 David B. Gracy II and Michael E. Holland

2010 Jane Nokes and Cindy Smolovik

2009 Carla Summers and Edie Hedlin

2008 John Fleckner and Charles Schultz

2007 Trudy Huskamp Peterson and Willow Powers

2006 Elizabeth Adkins and James B. Byers

2005 Anne P. Diffendal

2004 Leon C. Miller

2003 Susan Maclin

2013 Western Archives Institute

The 27th annual Western Archives Institute will be held at the University of California, Riverside from **July 7 – 19, 2013**. The Western Archives Institute is an intensive, two-week program that provides integrated instruction in basic archival practices to individuals with a variety of backgrounds, including those whose jobs require a fundamental understanding of archival skills, but who have little or no previous archives education; those who have expanding responsibility for archival materials; those who are practicing archivists but have not received formal instruction; and those who demonstrate a commitment to an archival career.

The Institute also features site visits to historical records repositories and a diverse curriculum that includes history and development of the profession, theory and terminology, records management, appraisal, arrangement, description, manuscripts acquisition, archives and the law, photographs, preservation administration, reference and access, outreach programs, and managing archival programs and institutions.

Gregory S. Hunter, Ph.D., CA, CRM, has graciously agreed to serve as Principal Faculty Member for the 2013 Institute. He is a Professor at the Palmer School of Library and Information Science, Long Island University, and is Editor of *The American Archivist*. He holds a Ph.D. in American History from New York University. Prior to joining the Palmer School in 1990, Dr. Hunter was Director of Archival Programs for the United Negro College Fund and Manager of Corporate Records for ITT Corporation. He is a Distinguished Fellow of the Society of American Archivists, and two of his books have received awards from the Society of American Archivists. He also served as Principal Archivist and Records Manager on the team that designed and built the Electronic Records Archives for the National Archives

and Records Administration. Dr. Hunter was the founding President of the Academy of Certified Archivists and he also is a Certified Records Manager.

Tuition for the Institute is \$700 and includes a selection of archival publications. Other non-negotiable fees including program transportation, facility fees, opening dinner, and luncheon at the closing program will be available in early February. Housing and meal plans are available at additional cost.

The application deadline for the 2013 Western Archives Institute is **March 1, 2013**. For additional program information, see <http://www.calarchivists.org/WAI>, or contact:

Administrator

Western Archives Institute

1020 O Street

Sacramento, CA 95814

Telephone: (916) 653-7715

Fax: (916) 653-7134 E-mail: Ar-

chivesWeb@sos.ca.gov

The Western Archives Institute is co-sponsored by the Society of California Archivists and the California State Archives.

The application package is available on the California State Archives web site at <http://www.sos.ca.gov/archives/wai/>, and on the Society of California Archivists web site at <http://www.calarchivists.org/WAI>.

We are pleased to note that this year's WAI Principal Faculty Member, Gregory S. Hunter, was ACA's founding president!

Academy Profile

Susan Laura Lugo, CA,

Division of Libraries, Archives and Museums,
Government of the Virgin Islands

By Ruth E. Bryan, CA

As the only trained archives professional in the U.S. Virgin Islands, Susan Laura Lugo, CA, wears two hats: Assistant Director for the Division of Libraries, Archives and Museums and Territorial Archivist. In the former role, she supports the Director in managing five public libraries on three islands (including special collections holdings), two bookmobiles, two historical forts/museums, two on-site archives/record storage areas, and one off-site records storage area. In the latter role, she is responsible for establishing and maintaining the records management program as well as the Territorial Archives for the Virgin Islands' government records. Susan has lived in the Virgin Islands for 34 years and has close family, friends, business, and organizational connections across the islands (a "small" community of 106,000 people). As she states, "As a government archivist it [is]...important that I understand the workings of government, both theoretically and specifically in the context of the history and culture of the Virgin Islands."

When she was appointed by the Governor in 2008, Susan was the first professional archivist on staff in over 15 years. Not surprisingly, this "lapse in dedicated financial and organizational support for an archives and records management function" before her appointment is "one of the most difficult obstacles to overcome, especially in these fiscally challenging times." This historical and fiscal context and the broad scope of her dual positions are some of the reasons Susan chose to become a certified archivist:

In my previous life, among other things, I was a

certified legal assistant for over 25 years. I understood how important national certification was in that profession, not only among my peers but to my employer, and to other law firms with whom I would interact during the course of business. I also deeply appreciated the personal and career benefits of continuing professional education, frequent literature reviews, and networking with other professionals.

When I was appointed[.]...I was confident that certification by ACA would help me to re-establish some of the custodial authority for the Territorial Archives and Records Management responsibilities that had lapsed over the years. Moreover, since I had little opportunity for a great deal of practical experience in archives before my appointment, going through certification was a personal exercise in validation of my abilities and understanding of my responsibilities.

Susan's path to profession started in 2000, when she co-founded a local history and genealogical research library. In order to ensure the operation was managed professionally, she decided to pursue a graduate degree in library and information science and enrolled in the University of Illinois, Urbana-Champaign's GSLIS Program. Dr. Jeannette A. Bastian (now Director of the Archives Program at Simmons College) is a good friend, having served as Director of the

(continued on following page)



Susan Laura Lugo, CA

Editor's Endpaper

Academy Profile *(continued from previous page)*

Division of Libraries, Archives and Museums for the Government of the Virgin Islands. Jeannette strongly recommended that Susan look into the archives field. However, at that time, there was no distance learning graduate program for archival management. At the end of the first year of coursework in the GSLIS Program, Susan had almost completed her MA degree. (Yes, Susan worked full-time and went to school full-time—"Warning! Do not attempt to do this at home!" she says.) Jeannette suggested she complete her coursework by taking archives classes at Simmons that summer. Jeannette also served as her faculty advisor for her independent study project, establishing a photograph archives for St. Thomas Synagogue, the second-oldest continuously operating synagogue in the Western Hemisphere. Susan completed her studies in August, but then, finding a professional position in the Virgin Islands was the hard part.

Susan relies on the wider professional community for support and guidance and is active on the Council of State Archivists (Board of Directors); the Society of American Archivists (past Chair of the Latin American and Caribbean Collection of Historical Archives Roundtable); ARMA International (international standards publications working groups); the Caribbean Regional Branch of the International Council on Archives (CARBICA, Execu-

tive Council); the International Federation of Library Associations and Institutions (IFLA, Steering Committee for the Genealogy and Local History Section); and the American Library Association. She says, "I have learned so much from interacting with colleagues, attending workshops and conferences, and being constantly exposed to professional standards and practices, both in the U.S. and internationally."

Ruth E. Bryan, CA, is Director of Archives & University Archivist at the University of Kentucky, Lexington, USA



Online Tools

Don't forget to visit the ACA facebook page:

[http://www.facebook.com/](http://www.facebook.com/ACA Archivists)



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?mostPopular=&gid=1799847>



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

ACA News
c/o Academy of Certified Archivists
1450 Western Avenue, Suite 101
Albany, NY 12203
aca@caphill.com

or contact the editor directly:

Linda Hocking, CA
Curator of Library & Archives
Litchfield Historical Society
P.O. Box 385
Litchfield, CT 06759
archivist@litchfieldhistoricalsociety.org