

出國報告（出國類別：出席國際會議）

出席 2013 年美國檔案人員學會年會 暨考察報告

服務機關：檔案管理局

姓名職稱：林副局長秋燕

孫科長筱娟

派赴國家：美國

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摘要

美國檔案人員學會 (Society of American Archivists, 簡稱 SAA) 成立於 1936 年，是北美地區歷史最悠久及最具規模的檔案專業學會。成立宗旨在促使檔案管理人員提升專業能力及發展創新作為，以確保具長期保存價值之檔案得以被妥善蒐集、保存及使用。本次藉派員出席該學會年度重要檔案學國際研討會議，瞭解檔案專業新知及發展趨勢，藉以進行國際交流，除可吸收國外經驗作為我國檔案管理理論與實務發展參據，並期望建立合作互惠關係。

本報告根據此次與會過程所見，提出相關建議如下：一、持續發展電子檔案管理技術，成為國際學習標竿；二、持續關注國外檔案開放與隱私保護議題，作為本局參據；三、強化合作關係，善用多方資源；四、加強非官方之學會角色，推動跨域交流互動；五、推動工作流程改造，提升作業成效；六、積極參與國際會議，爭取交流機會。

第一章 前言

壹、緣起

美國檔案人員學會 (Society of American Archivists, 簡稱 SAA) 成立於 1936 年, 是北美地區歷史最悠久及最具規模的檔案專業學會。SAA 的願景是促使檔案管理人員提升專業能力及發展創新作為, 以確保具長期保存價值之檔案得以被妥善蒐集、保存及使用。SAA 的任務則在促進檔案及檔案管理人員之價值及多元性, 且以作為美國檔案管理人員最主要的溝通平台及提供最卓越的專業資源為宗旨。SAA 組織的主要核心價值為:

- 一、提升檔案管理人員的社會地位。
- 二、確保 SAA 會員及管理階層、專業性及檔案紀錄的多元性。
- 三、透過本學會發展具創造性及實驗性的組織與專業文化。
- 四、提供開放性、涵蓋性及共同合作的環境。
- 五、提供最優質的會員服務。
- 六、肩負社會責任及公共利益。
- 七、確保進行各項活動之透明度、可靠性、完整性及專業性。

SAA 之年度會議, 係每年夏季輪流在美國境內不同城市舉行, 內容豐富, 包括多場次議題多元且新穎之研討會議、正式大會前之工作坊、工作職缺交流、特定議題研討、展示活動, 以及在主辦城市當地相關機構的參訪活動。每年年會之參與對象除會員外, 亦開放國際間非會員之個人、政府機關、學校、機構以個人或團體名義報名參加, 讓國際間檔案管理從業人員, 包括學界、業界以及實務工作者具有一個共同的場合得以進行意見交流、新知分享及跨界合作, 堪稱為國際性、專業性及未來性的檔案管理專業平台。

貳、與會目的

檔案管理局 (以下簡稱本局) 自 91 年成立以來, 致力於完備檔案法令與各項管理制度, 陸續提出多項創新作為, 更積極提升國內檔案管理工作之專業性及社會地位。在國際交流方面, 除每年均派員出國考察, 瞭解國外檔案管理先進之制度規章、作業流程及發展趨勢, 以資借鏡及精益求精之餘, 同時亦將我國檔案管理工作之重要及創新成果, 向國際間宣傳及爭取更多交流機會; 此外, 近年來

努力參與國際會議，除了提升本局同仁國際觀，亦可透過會議參與獲取國際間檔案管理工作發展趨勢及所面臨的問題與解決方法。考量 SAA 為北美地區最具規模之國家級專業檔案學會，本次藉派員出席該學會年度重要檔案學國際研討會議，瞭解檔案專業新知及發展趨勢，藉以進行國際交流，除可吸收國外經驗作為我國檔案管理理論與實務發展參據，並期望建立合作互惠關係。

第二章 2013 年 SAA 年會

本次 SAA 年會議程從 2013 年 8 月 11 日起至 8 月 18 日止，計涵蓋 70 多項討論議題，研討重點包括檔案數位保存(digital preservation)、電子檔案管理(electronic records management)、開放式資料工具(open-source tools)、數位化及描述標準(digitization and descriptive standards)、檔案管理倫理(ethics)、領導與管理技能(management and leadership)、經費籌募(fundraising)等議題。根據本次年會議程，大致可將會議活動分為論壇、海報展示、研討會議、出版品及業界展示等四種類型：

壹、論壇 (2013 Research Forum: Foundations and Innovations)

本次論壇主題為檔案管理事業的基礎與創新。論壇活動為期一天，共計有 8 個場次，22 篇論文發表。論文主題涉及運用檔案第一手資料進行特定主題之研究；檔案數位化相關議題；檔案管理工作專業及倫理；檔案使用者調查等。該等論文名稱及主題表列如下：

項次	名稱	摘要
1	The Wicked Problem of Documenting Armed Conflict: An Analysis of US Advisor Province Reports in the Vietnam War	本研究採個案研究及內容分析法，以越戰時期美國州顧問所產生的報告為素材，探討公民及軍事領導者對於反動議題的概念形成過程，並從中瞭解組織單位如何透過檔案文件記錄下的複雜環境而進行發展。
2	Documenting Detention: Records of Segregation in Two U.S. Prisons	監獄過去一向被視為是侵害人權的場所，本研究以美國兩所監獄為例，探討美國監所透過檔案管理的過程，如何記錄及宣稱對於人權的落實，並研究有關隔離政策相關檔案的可及性、真實性、可用性。
3	Pondering Privilege: What Would Archival Privilege Look Like and	本研究界定檔案特權 (Archival Privilege) 為對於資訊及文獻紀錄的

	How Would We Get It?	保護，探討檔案特權的範圍與應用，以及以紐約 Shield Laws 為例，說明如何透過立法推動落實檔案特權。
4	Digital Archivists in Demand: Who Are They & What Do They Do?	考量檔案數位化以及原生性電子檔案管理工作的重要性，研究者發表其針對各檔案館負責數位檔案管理人員之工作內容、職銜、資格等所進行調查之統計結果，作為未來檔案館數位檔案管理人員的職涯發展及角色定位之參考。
5	“Not My Job” : A Manifesto for Macro-Preservation and Archival Ethics.	本研究採個案研究方式，旨在探討檔案館常被忽略的保存維護工作，例如老舊家具設備或展示設施的處理，並探討檔案人員的工作倫理守則。
6	Closing the Digital Curation Gap’ s “Getting Started Guides” : Tools for Research and Practice.	隨著數位資訊科技的發展，檔案館過去 20 年來見證了自動化典藏管理、保存工具與策略等方面的進展，對於建立標準化、最佳化的實務做法與教育訓練等是有其必要性，考量很多檔案典藏機構對於數位物件管理保存等的處理能力不足，因此訂定本項指引，以協助文物典藏機構運用數位資料，為中小型典藏機構提供最佳的實務做法與作業標準。
7	Technologies & Techniques for	本研究係針對文化資產保存機構所

	Cultural Heritage Digitization.	管有的多種館藏類型，討論進行數位掃描作業時所採用的技術，以及檢視目前數位化作業的國家標準及國際標準，以確保數位化作業的品質。
8	Enhancing Evidentiary Work through the Lens of Human-Centered Computing.	本研究係介紹 The Augmented Processing Table Project，該計畫參與人員乃由檔案學及人機互動學兩個領域的學者所組成，主要在發展大量處理及檢索數位化資料的電腦設備與模型。
9	Archival Dispersion and Virtual Reunification: Toward a Framework for Representing the Complexities and Dimensions of Dispersion.	本研究係以照片檔案為例，說明如何藉由數位化模式將這些分散多處的數位化檔案資訊，呈現於虛擬的整合查詢系統。
10	Satisfaction with Data Reuse: Survey Results from Users of a Social Science Data Archive.	本研究係針對 1,683 位社會科學研究者，調查其引用 Inter-university Consortium for Political and Social Research 資料的情形，包括其二度引用資料的滿意程度、使用上開資料的經驗以及繼續使用的原因。
11	Archival Certification – Necessity of Nicety?	Academy of Certified Archivists 為檔案人員認證單位，該單位建立了許多檔案工作者的倫理與標準，自 1989 年以來，超過 1,000 位檔案工作者取得其認證，本研究即在調查檔案人員認證與被僱用之間的相關

		性。調查結果顯示取得認證與否和被典藏機構僱用間並無直接關聯。
12	Surveillance, Documentation and Privacy: Case Studies in Record Disposition.	本研究係就機關為進行社會控制及壓制抗議行動所採取監視與檢查工作過程中所產生的檔案紀錄，探討其管理及衍生的相關隱私議題。
13	Applying Linked Data Approaches to Archival Description.	本研究係介紹 LiAM 計畫(Linked Archival Metadata)運用關聯式資料的方法進行檔案描述，期望透過此研究能更瞭解關聯式資料對於檔案管理、蒐尋與使用的效益。
14	On Aesthetics, Zacatecas and Everything In-between: Utilizing Subject Headings from Special Collection Circulation Data to Assess and Inform.	本研究係針對 AEON 圖書館線上流通系統，從流通圖書的主題標目來探討各類館藏使用的比例與讀者研究興趣所在，以作為未來館藏發展、編目、讀者服務、保存維護與數位化優先順序的參考。
15	Creating Primary Digital Archives Via Web Archiving Techniques.	本研究係在探討透過網頁保存技術建立數位檔案館的相關做法。
16	Participatory Forums and the Informal Transfer of Knowledge: US Army Officers and Complex Records within a Professional Community of Practice.	本研究係探討美國陸軍軍官的檔案產生行為，檢視在軍隊裡個人與組織間的相互影響與檔案產生行為間的關聯。
17	The Venus Fly Trap: The Lure and Pitfalls of Digitizing Film Collections.	本研究係透過對於 Old Dominion University 進行 16 釐米電影片數位化作業的介紹，探討電影片數位化作業的相關問題，如版權議題、高

		成本、高密度編目人力需求，以及欠缺明確的保存格式標準等。
18	The Tenacity of Orphaned Blogs.	本研究針對目前仍在網路上可瀏覽、但已不再正式出版或更新的學術部落格，針對其生命週期進行研究，並建議未來可從事此類部落客之行為進行研究調查。
19	Who's Ready to Surf The Next Wave? A Study of Perceived Challenges to Implementing New and Revised Standards for Archival Description.	由於美國檔案管理人員面對多項檔案描述標準的改變，例如 DACS 及 EAD 的修訂、EAC 的廣泛被採用，以及這些標準與 FRBR、RDA 的整合等，因此本研究針對美國檔案管理人員進行問卷調查，瞭解其對於這些描述作業改變的知悉程度及準備程度。
20	MPLP and the Audiovisual Archive: An Exploratory Study of Minimal Processing Practices for Sound Recordings.	本研究係檢視聲音檔案管理的實務作業流程，並探討將 More Product Less Process (MPLP) 的概念運用於視聽檔案館藏管理。
21	Parametric Curation in Digital Archives: Concept and Potential Benefits.	本研究係利用參數管理的模式，進行照片檔案的數位化管理工作。
22	"You Want to Copy my What?" PAIMAS in Action: Protocols for Digital File Transfers of Personal Papers.	本研究係介紹麻省理工學院檔案館接收處理個人或機構所捐贈之數位檔案的經驗與作業過程。

貳、海報展示 (Poster Presentation)

本次年會之海報展示活動分為 3 類，包括專業海報 (Professional Poster)、互動性海報 (Interactive Poster)、研究生海報 (Graduate Student Poster)。本局檔案資源整合查詢平台 (Archives Cross boundaries, ACROSS) 亦獲大會主辦單位入選列入互動性海報展示，此乃我國首次以檔案管理局名義將業務成果展現在國際場合。以下即就本次年會之海報展示內容說明如下：

一、專業海報展示

專業海報展示活動提供海報展示者就其展示內容進行簡報，並與與會者進行交流。本次年會計有 22 件專業海報參展，主要展示單位為大學之檔案學相關系所或校內檔案館暨圖書館，參展海報表列如下：

編號	名稱	展示單位	主題
1	The Albert B. Sabin Digitization Project: Balancing Privacy and Restrictions with Access	University of Cincinnati	檔案應用
2	A Case for Access: Re-Discovering the LSU Law Center Archives	Louisiana State University	檔案整理
3	Sixteen Tons: Appraising the Records of the Colorado Fuel and Iron Company	Colorado State University (Pueblo), University of Northern Colorado	檔案鑑定
4	Digital Curation of Analog Material from Northwestern University Archives	Northwestern University	檔案數位化
5	Ten Solutions to the Challenges of Processing Large Collections	University of Illinois at Chicago	檔案館管理
6	Clarence Herbert New: A Man of Extremes	Wake Forest University	檔案整理
7	New Sweden Colonial Farmstead Museum: Archiving Challenges in	New Sweden Colonial Farmstead Museum	檔案館管理

	the Great Recession		
8	The Overhaul Project at Seton Hall University Archives: Gaining Control Over an Unruly Archive	Seton Hall University	檔案整理
9	Starting an Archives Program at a University Campus Planning Department	University of California, Merced	檔案館管理
10	Evolution of a Digitization Project	American Institute of Physics	檔案數位化
11	Strategies for Successful Communication Between Non-Archival Library Management and Archives	Purdue University	檔案館管理
12	After Processing: Initiatives, outreach, and Collaboration to Increase Access to the ILGWU Collection	Cornell University	檔案應用
13	Hard Hats, Visqueen, and Stiff Drinks: Managing Archives Construction Projects Mississippi	The University of Southern	檔案館管理
14	Lowcountry Hoodoo: Exploring African American Folk Magic Traditions in Archives	The HistoryMakers	檔案研究與教育
15	Developmentally Delayed: A Comparison of Digital Collections at Peer Institutions	Mercer University	檔案數位化
16	Bringing the University Archives to the Classroom (and the Web)	Baylor University	檔案研究與教育
17	A Historian's Perspective:	Hong Kong Baptist	檔案數位化

	Digitizing Chinese Imperial Documents into a Dataset	University, Purdue University Libraries	
18	Multi-dimensional Evaluation Model for Academic Institutional Repositories: A Survey of Experts' Opinions	Chicago State University, University of Wisconsin-Milwaukee	檔案評鑑
19	When Is Enough Enough? Utilizing User Research to Develop an Iterative Processing Model	North Carolina State University, Animal Rights and Animal Welfare Collections	檔案研究與教育
20	Mapping a Digital Archive: The John F. Kennedy Presidential Library	John F. Kennedy Presidential Library, Audiovisual Archives	檔案整理
21	Hidden Collections and Digital Projects: A Holistic Approach to Processing Neglected Collections	University of North Carolina at Greensboro, Special Collections and University Archives	檔案數位化
22	Avalon Media System	Northwestern University	檔案資訊系統

綜整以上 22 件海報，其內容所涉及的主題領域可歸納為檔案應用、檔案整理、檔案數位化、檔案館管理、檔案研究與教育、檔案鑑定、檔案評鑑及檔案資訊系統，茲就各主題領域分別簡述參展海報重點如下：

- (一) 檔案應用：編號 1 之海報係考量檔案管理人員每天須在檔案開放與個人隱私二者間進行權衡，因此參展單位在其數位化計畫中，配合國家安全相關議題，針對有關軍事活動信函、醫學研究等檔案，發展出兼顧檔案開放與隱私保護之可行做法，其中針對隱私部分，有關醫療紀錄、尋求醫療諮詢之信函或與醫學研究相關資料中，凡有姓名、地址、電話或傳真、社會安全號碼、醫療紀錄號碼、出生日期等個人資料，均會直接在數位化影像上進行塗黑遮掩，並在詮釋

資料中加以註明；至機密資訊部分，則是與美國國家檔案暨文件署之資訊安全辦公室聯繫進行解密處理，並將解密資訊註記於詮釋資料中。

- (二) 檔案整理：編號 2、6、8、20 之海報，主要係參展單位說明對於管有檔案資料所進行之檔案編排、描述等整理工作的作業方法，並介紹其所發展出之工作流程、所遭遇的問題及解決方案，部分亦說明所典藏之檔案資料在特定研究上之價值。
- (三) 檔案數位化：編號 4、10、15、17、21 之海報，主要係參展單位說明對於管有檔案資料所進行之數位化作業程序、相關資源結合運用情形、數位內容資料庫建置以及數位化後所帶來之效益。
- (四) 檔案館管理：編號 5、7、9、11、12、13 之海報，主要係參展單位說明在經營檔案館所面對之問題與解決方案，包括對於大型館藏之管理流程簡化、在財務壓力下如何進行檔案資料之整理、檔案管理人員與相關專業人員之間的溝通協調，其中編號 9 及 13 海報並提及各自進行檔案館建築之設計建置過程。
- (五) 檔案研究及教育：編號 14、16、19 之海報，主要係參展單位對於管有館藏內容之介紹及研究價值說明，其中編號 14 之海報為其館藏有關非裔美籍之民俗--巫毒 (Hoodoo) 之介紹；編號 19 之海報則是就其館藏有關動物權利與福利之資料所作之使用者調查研究。
- (六) 檔案鑑定：編號 3 之海報係參展單位說明因應館藏檔案資料龐大且典藏空間有限的情況下，檔案管理人員開始執行檔案鑑定策略，鑑定方式結合文獻分析，並諮詢與館藏主題有關之檔案專家，進而找出一可操作的鑑定方法，減少館藏量至易於管理的規模但仍無損於內容價值。
- (七) 檔案評鑑：編號 18 之海報，係參展單位為評鑑檔案典藏單位所發展出的一套評鑑模型，研究目標係期望能發展出一套多面向評估標準，具體之評鑑指標及相關的評估計算方式。
- (八) 檔案資訊系統：編號 22 之海報，係參展單位說明其針對教育及文化機構並利用開放性軟體 (open-source software) 所建置之管理資訊系

統，提供圖書館與檔案館用以管理及檢索視聽資料館藏。

二、互動性海報展示

互動性海報展示活動係屬於前開論壇中的一項議程，提供國內外檔案從業人員就與該論壇年度主題有關之成果進行海報展示，展示單位代表並可與論壇參與者進行互動交流。本次年會計有 23 件互動性海報參展，本局亦以檔案資源整合查詢平台為題入選，參展海報表列如下：

編號	名稱	展示單位	主題
1	How Historians Search for, Access, and Use Primary Source Materials	University of North Carolina at Chapel Hill	檔案使用者調查
2	Mapping Digital Forensics Metadata to Preservation Events Using BitCurator	University of North Carolina at Chapel Hill	檔案管理
3	Understanding Genetic Mechanisms of Renewal in Regular Tissue and Cancer Cells: A Data Management Case from a Ph.D. Candidate Data Producer	Simmons College	檔案使用者調查
4	Drowning in Binders, Lost in Bytes: Project Management in a large Hybrid Collection	University of Delaware	檔案管理
5	Archival Description and Linked Data: A Preliminary Study of Opportunities and Implementation Challenges	Kent State University	檔案整理
6	A Role for Digital Artists as Shadow Archivists	Louisiana State University	其他
7	Teaching Conservation and Presentation: The Center for	Southern University at New Orleans	其他

	African and African American Arts Collection (CAAAS) at Southern University at New Orleans partners with Museum Studies Students		
8	Voices of Film: Enriching Moving Image Collections through Oral History	Academy of Motion Picture Arts and Sciences	檔案整理
9	Speaking Up: Forming Alliances to Preserve Local Queer History	University of Illinois at Urbana-Champaign	館際合作
10	Bridging Communities of Practice: Emerging Technologies for Content-Centered Linking	University of Maryland, College Park	館際合作
11	The Current Status and Issues of Laws and Regulations on Parliamentary Archives in Every Country of the World	University of Tsukuba, Japan	其他
12	Another Look: Reprocessing Photograph Collections	George Mason University	檔案整理
13	The Case for Archiving Legacy Archaeological Collections into tDAR: Digitizing Approaches for Preservation, Dissemination, and Access	Eastern New Mexico University	檔案數位化
14	Posters from Newfoundland and Labrador's Performing Arts Community	Memorial University of Newfoundland, Canada	檔案數位化
15	Examining Personal Digital Photo Management and Archiving	Simmons College	檔案數位化

	Strategies		
16	The User Experience: Creating a Culture of Self-Evaluation through Usability Testing	University of Illinois at Urbana-Champaign	檔案使用者調查
17	Audiovisual Archives in Archival Environment: A Theoretical and Conceptual Approach	UNESP, Univ. Estadual Paulista, Marilia, Brazil	檔案管理
18	The Amazing Adventures of Joseph T. Barcode: A Story of High Density Storage and Access Solutions	University of Georgia	檔案館管理
19	The Use and Availability of Environmental Activism Collections in Academic Archives	College of Staten Island, CUNY	檔案應用
20	Using Social Media to Connect Users to Digital Archives	University of Wisconsin-Milwaukee	檔案應用
21	As We Ramble ACROSS Taiwan History... You're Invited to Join!	National Archives Administration, Taiwan	檔案應用
22	Introduction to Shiryo-kan Records' Documents, which Shed Light on its Expansion Scheme of Functioning as the National Archives in Occupied Japan	Gakushuin University, Japan	檔案館管理
23	The Politics of Archiving	University of Utah	其他

綜整以上 23 件海報，其內容所涉及的主題領域可歸納為檔案使用者調查、檔案整理、檔案數位化、檔案管理、檔案應用、館際合作、檔案館管理等，茲就各主題領域分別簡述參展海報重點如下：

(一) 檔案使用者調查：編號 1 之海報係針對歷史學者使用第一手資料的

資訊尋求行為進行探討，利用線上問卷的方式瞭解研究人員的資料蒐尋、檢索與使用方式。研究結果除指出歷史學者的數位資料使用方式，亦說明其決定使用線上資源與否的關鍵因素。編號 3 之海報係針對生物學領域的博士候選人，探討其進行研究時的資料產生及管理運用的過程。編號 16 之海報係由該校檔案館針對所推出的網站進行自我評鑑的調查，期透過評鑑的過程，評估該網站的重新設計是否對於改善使用者的使用經驗有所助益。

(二) 檔案整理：編號 5 之海報係說明檔案館透過使用語意網路的技術，使館藏可以透過詮釋資料進行整合串連，並分析目前檔案描述標準如 EAD、MARC 作為關聯式資料的可能性。編號 8 之海報係介紹該單位所進行的一項口述歷史影音資料的保存計畫，並說明該計畫在資料蒐集及對於口述歷史、電影學者及使用者等不同領域間如何整合及建立關聯。編號 12 之海報係介紹兩個獲得美國國家獎助的照片檔案重整計畫，運用 Encoded Archival Description(EAD)及 Describing Archives: A Content Standard(DACS)檔案描述標準，重新整理原有的照片檔案，結果發現經過運用新的描述標準整理後，大幅提升是批檔案的查詢效益。

(三) 檔案數位化：編號 13 之海報係以一個考古學檔案數位化的個案(the Digital Archaeological Record, tDAR)為例，介紹隨著電腦技術與網路的進步，檢視透過現有的檔案保存方法，如何將考古學相關的檔案館藏轉化成具國際性的線上數位檔案保存平台的過程。編號 14 之海報係在介紹表演藝術檔案數位化作業過程，並說明該批資料中有關海報的數位化方式，包括解析度、詮釋資料建置、浮水印以及連結至該藝術家的網站。編號 15 之海報係以質化方式研究學術人員如何建立及管理他們自身的數位照片檔案。並針對研究成果提出管理個人照片檔案的流程，並建議未來可評估建立標準化或最佳實務做法。

(四) 檔案管理：編號 2 之海報係在介紹 BitCurator 軟體運用在原生型電子檔案管理流程的方式。編號 4 之海報係介紹由該校「手稿及檔案

學系」以專案管理方式針對數量達 1,900 英呎，並包括約 400 gigabytes 電子檔案的國會檔案進行整理的成果。編號 17 之海報係在說明視聽檔案管理的理論與觀念。

- (五) 檔案應用：編號 19 之海報係以環境保護主義之相關議題為題，說明目前這類主題檔案資料之應用。編號 20 之海報係以深度訪談的方式，調查美國威斯康新州東南部檔案管理人員對於數位檔案館及圖書館結合運用社群媒體(social media)的看法，以及目前運用社群媒體在館藏查詢的情形。編號 21 之海報係介紹我國檔案管理局所建置的跨機關跨資料庫的檔案資源整合查詢平台之現況、所採用之技術、目前成果及未來展望，深獲在場人士好評。
- (六) 館際合作：編號 9 之海報係藉由同志歷史檔案的保存，說明不同單位間如何以聯盟方式建立合作模式。編號 10 之海報係在說明由圖書館、檔案館及博物館以及國家級基金會的合作，並結合電腦科學領域，所進行跨界合作的過程。
- (七) 檔案館管理：編號 18 之海報係說明 the **Richard B. Russell Building Special Collections Libraries** 是一個具綜合性質的圖書館，包括閱覽及展示空間、教室、庫房等，屬於一個高密度的房舍，該館如何運用條碼及資訊系統所進行的資料管理與流通模式。編號 22 之海報旨在介紹日本 **Shiryō-kan** 歷史檔案典藏機構的建置過程。
- (八) 其他：編號 7 之海報說明該單位在進行檔案保存與維護教育的相關內容與方式。編號 11 之海報係介紹目前世界上多數國家對於議會檔案所訂定的相關法規情形，以及議會檔案的發展趨勢及相關議題。編號 23 之海報係針對兩個大學檔案典藏機構的調查，就公民權利議題相關檔案，並以單一特定事件 **Freedom Summer** 為例，發現兩機構典藏該主題的檔案內容仍存在偏見，檔案內容大多數是代表了北方白人經歷，缺少了非裔美籍及南方人的經歷。作者期許未來檔案館在館藏蒐集政策上應擴大館藏範圍並兼顧衡平完整。

三、研究生海報展示

本項活動讓研究所學生能就其所進行之檔案管理相關計畫或研究加以簡報

並展示資訊，參與學生亦可與與會者進行交流。本次年會計有 41 件研究生海報參展，相較上開專業性及互動性海報展示，研究生海報之學術性及實務參考性較有限，僅就參展海報之名稱、展示單位及涉及主題表列如下：

編號	名稱	展示單位	主題
1	Representing Student Organizations in University Archives: Donor Outreach Efforts at the University of North Carolina at Chapel Hill	University of North Carolina at Chapel Hill	檔案管理
2	Records in the Cloud (RiC): The Profile of Cloud Computing User	University of British Columbia	雲端科技
3	Hoarding and Its Effects on Acquisition and Appraisal: Two Case Studies from the University of Illinois Archives	University of Illinois at Urbana-Champaign	檔案徵集與鑑定
4	Shooting the Messenger: Creating Videos to Enhance Online Distance Education	University of Southern Mississippi	遠距教育
5	The Role of Video Game Archives	University of Illinois at Urbana-Champaign	特殊媒體檔案
6	Spreading the Faith: An Analysis of Social Media and the NC Religion Digitization Project	University of North Carolina at Chapel Hill	檔案數位化
7	Reponses to Natural Disasters: A Look at the Effects on the 2005 Hurricane Season on Historical Repositories in Louisiana	Louisiana State University	檔案館災害復原
8	Saving and Interpreting Historical	Louisiana State University	檔案研究

	Documents with the Archival Training Collaborative		
9	Documenting Guantanamo and Occupy Wall Street	New York University	檔案管理
10	Managing Third Party Privacy Through Contextual Integrity	University of Wisconsin-Madison	檔案應用
11	The Rebirth of Jackson Barracks Military Museum and Library	University of Tennessee, Knoxville	檔案館管理
12	Provenance and Original Order in Personal Archives: Brazilian Approaches for Arrangement and Description	Sao Paulo State University	檔案編排描述
13	Digitizing the Archaeological Excavation Records of Kinet Hoyuk	Simmons College	檔案數位化
14	Archiving the Museum: Preparing a Regional Cultural Heritage Site for Transition from Physical Space to Virtual Environment	Indiana University	虛擬檔案館
15	A Digital Exploration of Print Culture and the Zinester Community	Queens College	檔案數位化
16	Over a Century of Collaboration: Libraries, Archives, and Museums in the United States	University of Illinois at Urbana-Champaign	館際合作
17	Accessing Archives for Users with Visible and Invisible Disabilities	University of Alabama	檔案應用
18	Preservation of Archaeological and	University of Michigan	檔案保存

	Zoological Research Data		
19	Treasure Chest on the Move: Creating and Leveraging METS Records to Transfer Complex Digital Objects	The Catholic University of America	電子檔案管 理
20	SAA-UT Turns Twenty	University of Texas at Austin SAA Student Chapter	檔案管理
21	Seduction of the Innocent: How UMBC's Special Collections Found a New Audience by Opening Up Its Little Grey Boxes	University of Maryland, College Park	檔案管理
22	Our Bodies, Our History	Louisiana State University	檔案管理
23	Textiles as Realia: Are They Records?	University of Michigan	檔案管理
24	Picturing the President's Appointment Book: White House Photographs at the John F. Kennedy Presidential Library	University of Massachusetts, Boston	照片檔案管 理
25	Diving in Head First: Graduate Students as Archivists at the University of Oklahoma	University of Oklahoma	檔案館管理
26	Arranging the Thunder: Processing the Papers of Atmospheric Scientist Dr. Bernard Vonnegut (1914-1997)	University at Albany, SUNY	檔案整理
27	Describing Web Archives: Using DACS	New York University	檔案描述
28	The A/P/A Documentary Heritage Project	New York University	檔案管理

29	What to Do With Wikipedia: Recent Efforts at One Manuscript Library	University of North Carolina at Chapel Hill	檔案管理
30	Organizing Photographs in Caio Prado Junior's Personal Archive	University of Sao Paulo	照片檔案管 理
31	To Like or Not to Like: Archives, Facebook, and the Digital Frontier of Outreach	University of North Carolina at Chapel Hill	電子檔案管 理
32	Map Digitization at the University of Michigan: GIS and Historic Map	University of Michigan	檔案數位化
33	"Box 17: 43 5.25" Floppy Disks": Improving Access to Born Digital Content	University of Texas at Austin	檔案應用
34	Topic Modeling for Digital Collection Appraisal	University of Illinois at Urbana-Champaign	檔案鑑定
35	Linked Jazz: Using Linked Open Data to Map Community Relationships in Archival Documents	Pratt Institute	檔案資訊化
36	Developing a SAA Student Chapter for Professional Development and Networking	University at Albany, SUNY SAA Student Chapter	人員訓練
37	MPLP Versus Item Level: A User's Perspective	University of Michigan	檔案管理
38	Audio Digitization Planning in a Small Archives	University of Texas at Austin	檔案數位化
39	Take Ten To Tag: Archives of	University of South Carolina	檔案整理

	American Gardens' Public Tagging Initiative		
40	Organizing Workflow: The Emile de Antonio Multi-format Processing Project at the Wisconsin Center for Film and Theater Research	University of Wisconsin	檔案管理
41	What's on the Menu?	Queens College	檔案管理

參、研討會議 (Education Sessions)

本次年會在議程安排上，高達 71 場次的研討會議可說是其特色與重點。研討會議在形式設計上，各場次除了該議題發表人外，均安排主持人介紹各發表人簡歷、針對發表內容進行提問、與談以及掌控議程進行，各研討會議並安排發表人與台下聽眾進行意見交流。分析本次大會所規劃 71 場次研討會議所發表之內容重點，可歸納為電子檔案管理、檔案開放應用、檔案數位化、檔案整理描述、對外關係、檔案館管理、檔案研究與檔案教育、視聽檔案管理，以及其他與檔案管理有關之議題。謹就上開所歸納之研討主題，將本次研討會議內容擇要說明如下：

一、電子檔案管理

有關電子檔案管理的議題，包括研討雲端科技、大學檔案檢索系統介紹、電子檔案管理衍生的問題與解決方案、目前檔案館所採用之電子檔案管理模式及虛擬檔案館計畫、網頁典藏、原生電子檔案與非電子檔案間之整合等。相關議題表列如下：

編號	議題名稱	摘要
101	Digital Preservation and Records Management in the Cloud: Challenges and opportunities.	討論雲端計算對於檔案管理、數位資料保存等方面所帶來的挑戰與迷思，包括資料的安全性、相關法律規定、成本及以雲端為基礎的跨

		界合作。
104	Disruptive Components: Reimagining Archival Access Systems.	普林斯頓大學圖書館於 2012 年建置檔案查詢系統，其特色在於可將使用者最常查詢之議題回饋作為數位化內容依據，即 on-demand digitization，並採用關聯式的開放資料(linked open data)。本場次即邀請該計畫團隊說明系統發展過程、系統架構及系統內容、所採用的技術結構以及效益。
301	Building Better Bridges: Archivists Cross the Digital Divide.	在檔案管理專業領域，資訊技術扮演越來越重要的角色，本議題探討電子檔案管理、數位化相關議題、以及提出因應數位管理問題的解決方案。
306	Soar or Crash? Managing and Preserving Electronic Government Records in the 21 st Century.	本議題探討美國聯邦政府正在推動的紀錄規範(The Federal Managing Government Records Directive)以及北卡州政府(North Carolina)所建立的數位典藏標準與模型，分析其成效及相關問題。
403	State Archives Reboot: The State Electronic Records Initiative (SERI).	由於美國政府對於電子檔案管理仍認為存有風險，2011 年 Council of State Archivists 推出 State Electronic Records Initiative (SERI)，以強化電子檔案管理與保存。SERI 著重四個層面，包括教育訓練、宣導、管理及發展最佳的

		實務做法及工具。本議題發表人討論 SERI 計畫有助於州層級檔案館面對電子檔案管理挑戰提出策略。
408	The Web of Sites: Creating Effective Web Archiving Appraisal and Collection Development Policies.	近年來有若干檔案典藏機構推出網頁典藏(web archiving)相關計畫，這類型網路資源對於檔案館在館藏發展政策上應有哪些考量，本議題包括方法論的探討、鑑定策略，以及機構利用不同網頁典藏服務建構獨特的館藏發展政策及保存機構網站。
501	Archives and Digital Media Collaborations: StoryCorps as a Case Study.	本議題針對 StoryCorps 案例說明檔案典藏機構如何將原生電子檔案與其他館藏進行整合。
508	Virtual Libraries and Digital Preservation in Alabama: The Role of Archives and Special Collections.	本議題主要在介紹 2001 年由阿拉巴馬州數個檔案典藏機構所共同成立的虛擬檔案館 AlabamaMosaic，目前擁有超過 20 個典藏機構，共 80,000 個數位物件，主要說明在一個資源相對缺乏的地區，如何建立此虛擬檔案館與其維運的過程以及所面臨的挑戰，亦介紹由該計畫所接續產生的另一數位典藏計畫 Alabama Digital Preservation Network (ADPNet)。
601	ArchivesSpace: A Next-Generation Archives Management System.	ArchivesSpace 計畫，是由紐約大學圖書館、加州大學聖地牙哥校區

		圖書館、伊利諾大學香檳校區圖書館共同發展的新一代檔案管理系統。本議題係對此系統進行全面性檢視，包括軟體發展與測試、管理維運計畫。
604	Defining Levels of Preservation and Management for Electronic Records.	本議題邀請四個計畫團隊來說明電子檔案管理的不同層次，包括： (1)OCLC Research 的 You've Got to Walk Before You Can Run: First Step for Managing Born-Digital Content Received on Physical Media；(2)CoSA 的 Digital Preservation Maturity Model； (3)National Digital Stewardship Alliance 的 Levels of Digital Preservation 及(4)Minimal Processing for Electronic Records。 透過本議題的討論有助於檔案管理人員在電子檔案保存與管理工作的最基本要求上獲得較為一致的共識。

二、檔案開放應用

至於與檔案開放應用相關的議題，包括公共紀錄與個人資料之界定、檔案返還、檔案開放與隱私及機敏資訊保護、檔案使用者調查研究、智慧財產權等。相關議題表列如下：

編號	議題名稱	摘要
107	Replevin: A Workshop.	檔案館及圖書館所保管之早期檔

		案資料，經常面臨原所有人要求返還的需求。本議題係以個案討論，由各發表人分享在本議題上的經驗、探討公共資料及私人所有權所涉及的相關問題。
202	Archival Ethics: What Would You Do? How Would You Do It?	本議題主要討論檔案管理人員所面對的倫理議題，包括隱私與機敏資訊、與檔案捐贈者間的關係、公共利益的衝突等。
205	Exploring the User Experience with Digital Primary Sources.	檔案館利用網路對外提供館藏查詢使用的比例逐漸增加，因此對於使用者需求及資訊尋求行為之研究亦相對重要，本議題在探討使用者需求、檔案館線上系統介面以及檢索工具的評鑑對於檔案館瞭解使用者需求的重要性；各發表人亦針對近期相關研究發表研究成果。
401	The Access Conundrum Around Modern Public Records.	越來越多公立檔案館對外開放應用較近期的檔案，其中不乏仍含有機密或特殊權利內容的檔案，且多數內容屬研究領域所關注的議題。對於開放的要求通常隨著檔案移轉而產生，檔案館需要立即的回應而且要能在政治論戰中保持中立角色。本議題在探討近期政府檔案開放所面臨的議題，包括檔案開放應用法令、檔案館與研究者的關係、檔案館與檔案產生者的關係，

		個人權益保障以及政府資訊透明化究竟是否僅是政治上華麗的口號。
602	Intellectual Property Legislation and Litigation Update.	智慧財產權的發展和變動與時俱進，本議題邀請法律及檔案管理領域的專家學者，報告目前在法界所遭遇到有關智慧財產權的相關議題，以及討論對於檔案管理工作的衝擊。
603	To Protect and Connect: Strategic Stewardship of Cultural Heritage Materials in the Archives.	在現今全球化的世界，蒐集其他國家或社群的文化資產成為典藏機構的一項倫理議題。針對這類型檔案資料，應該由何者來決定開放應用，當開放應用之後又有誰會受到影響。本議題共邀請四個典藏機構說明其於徵集、保存、提供此類檔案使用時所面臨的挑戰。
710	The Personal Is Political: Documenting Social Movements in the Papers of Elected Officials.	民選官員(elected official)通常與社會運動有所相關，例如：女性主義、公民權利，而且這些社會運動通常都會被作成文件紀錄。此外，這些民選官員自身也會投入此類運動，因此這些社會運動紀錄究竟是個人資料或是公共資產，這條界線至今難明，與會者就此議題檢視了此類資料的價值與重要性。

三、檔案數位化

與檔案數位化相關的議題，包括介紹仍正進行之不同規模之數位化計畫、數位化作業流程說明與檢討、檔案管理人員與數位化相關領域專業人員之合作等。相關議題表列如下：

編號	議題名稱	摘要
305	Part of the Process: The When, Why, and How of Routine Digitization.	許多檔案典藏機構開始漸漸掌握檔案數位化作業的時機與方法，並接受數位化已成為日常例行性工作之一，本議題在探討數位化作業在檔案生命週期的階段、檔案是否必須於數位化前進行整理編排、以及如何讓數位化作業成為持續的工作，並針對所發表的數位化計畫整體內容進行討論。
409	Collaboration in Digitization Workflows: How Archivists and Camera Technicians Can Work Together.	本議題由發表人介紹目前所執行的檔案數位化計畫內容，包括數位化前所面臨的檔案鑑定、編排與描述及日後的保存，並說明檔案管理人員與數位化技術工作者兩者如何進行合作，以及學習彼此的專業，方能確保產出成功的數位產品。
503	Digital Data Preservation for Small and Mid-Size Institutions.	本議題邀請了兩項數位典藏計畫單位，包括 Digital POWRR 及 Preserving (digital) Objects with Restricted Resources，分別代表了中型公立研究機構及小型私立學校，說明各自計畫對於進行數位典

		藏以及提供對外查檢或在限制使用上所採取的方法及數位典藏內容。
505	Digital Preservation in State and Territorial Archives: Current State and Prospects for Improvement.	本議題報告 2012 年由 CoSA 贊助的計畫，針對 50 個州立檔案館及 6 個區域檔案館進行其數位典藏能力的調查。並介紹了 3 個州立檔案館所執行的不同深度的數位典藏計畫，以作為提升未來數位典藏成效的先導計畫。
610	Digitization Crossroads: An Interdisciplinary, Cross-Profession Discussion.	本議題邀請檔案工作人員、人文領域學者等跨界的專家等說明各自所執行或使用過的數位化計畫相關經驗。

四、檔案整理描述

與檔案整理描述相關的議題，包括檔案描述單元之探討、權威控制計畫介紹、檔案目錄及替代性查詢工具之檢討、檔案描述標準介紹等。相關議題表列如下：

編號	議題名稱	摘要
105	There Is No Going Back, Only Forward: Value-Added Processing in the Age of MPLP.	在 More Product, Less Process (MPLP)的潮流下，檔案編排描述的做法已有所改變，以減少待處理檔案的積壓，並能更快對於研究者提供檢索工具。本議題主要討論在 MPLP 的概念下，更有彈性的處理流程固然可加速館藏的對外使用，但仍然有部分檔案資料值得投

		入較多的處理成本，發表人主要說明針對管有館藏資料如何決定其處理的層級以及相關實務做法。
307	Mapping the Course for a National Archival Authorities Cooperative.	The National Archival Authorities Cooperative (NAAC)，為一持續性的國家型合作計畫，主要在處理檔案權威控制作業，採用 Encoded Archival Context-Corporate Bodies, Persons, and Families (EAC-CPF) 標準。本議題討論重點為 NAAC 的管理、技術及業務運作模式，
402	Accessions Confessions: Exposing Accessions in the Era of Minimal Processing.	在現今強調作業程序簡化的潮流下，本議題提供了一些代表性檔案典藏機構對於檔案整理描述的觀點，對於傳統的檔案目錄做法以及其他取代目錄之簡易查詢工具等提出不同的看法。
510	It's a Con(text) Job: Contrasting EAC-CPF Projects.	對於檔案產生者來說，EAC -CPF 提供了新的檔案描述選擇，並作為研究者查詢檔案資料的媒介，且在串連相關資訊及資料顯示上提供一個更為彈性的做法。本議題針對兩個使用 EAC-CPF 的案例加以說明，其一是藉由 EAC-CPF 呈現一個複合式的資料組織架構及圖示；另一則是藉由 EAC-CPF 聯結兩個不同典藏機構所管有之豐富且彼此相關的資源，此外並說明採

		行 EAC-CPF 的建構策略、成本及困難。
701	It's All About the Items: Digital Objects and Aggregations in Archival Description and Access.	檔案內容標準對於檔案館在進行檔案整理編排時提供了清楚的指引。然而，這些標準對於單一數位物件在描述、管理、以及使用上卻缺少了較專指的處理。本議題在兼顧理論與實務的前提下，針對加拿大檔案描述規定(Describing Archives: A Content Standard, the Canadian Rules for Archival Description)等，就案件層級描述、管理與查檢上提出一些看法。

五、對外關係

與檔案典藏機構對外關係相關的議題，包括館際間合作之相關成果介紹、對外宣傳工作成效的檢討、同業或異業合作與工作整合等。相關議題表列如下：

編號	議題名稱	摘要
103	Archives Without Walls: The Value of Networks, Consortia, and Aggregations.	在歐美地區，檔案館與外界的合作於最近十年來已趨成熟，本議題主要針對目前檔案館與外界合作時所面臨的相關議題，包括數位物件的整合、網路架構的共享、原生性電子檔案的一致性，除進行討論外，並提出建議發展方向。
109	Pushing the Envelope: Using Object Collections Management Systems to Catalog Archives.	早期圖書館、檔案館及博物館通常對其館藏是採封閉式的各自管理方式，惟隨著時間發展，包括數位

		<p>典藏及線上檢索等新做法提出後，政府間、或是政府與民間典藏機構間的整合日益重要，本議題邀請相關單位就其在運用管理資訊系統進行合作館藏管理方面之成功經驗、遭遇問題、及利弊分析提出說明。</p>
209	<p>Brave New World: The Intersection of Institutional Repositories and University Archives.</p>	<p>大學檔案館存在的目的就是要徵集、保存大學檔案資料及提供檔案應用服務。當大學檔案館的典藏內容與其他資料典藏單位有所重疊，兩者之間應如何合作，本議題主要在探討這兩類典藏單位間在政策上、管理及工作流程上的關係。</p>
302	<p>Archiving Hip Hop Culture: Collaborating Across Institutions and with Communities.</p>	<p>過去十年來，圖書館及檔案館逐漸開始進行合作，本議題主要邀請三個典藏機構介紹他們在這方面的努力過程、合作方式及成果。</p>
308	<p>More Bang for the Buck: Sharing Personnel and Resources Across Institutions.</p>	<p>西北太平洋區域的檔案館過去以實驗型態方式進行人力資源的整合，以發揮管理資源效益最大化及求取平衡。本議題即在討論該項由 National Historical Publications and Records Commission (NHPRC) 及 Library Services and Technology Act (LSTA) 所資助的計畫，與會者分享了調整管理資源及人力，形成</p>

		聯盟後所帶來的效益，包括人員訓練、館藏發展、宣傳等。
405	Shout It from the Mountaintop: Changing Perceptions About Archival Advocacy.	對外宣傳逐漸成為檔案管理領域重要的一環，由於經濟困難、預算刪減，以及檔案館對於公共關係知識的缺乏，導致外界許多看法認為檔案館或機關內部檔案管理單位預算是應該被刪減的。本議題即在探討檔案工作者應重視對外宣傳的工作，以及將之變成專業之一環。
509	Multi-group Conversation: Updating Our Community Outreach Activities.	本議題主要係由美國檔案人員學會下的次級團體領導階層來談論他們在與 SAA 以外的社群所接觸及合作上的經驗與遭遇的困難。
605	All for One and One for All: State Archives and Effective Archival Advocacy.	為了面對財務方面越來越艱難的挑戰，各州檔案館一直在利用一些對外宣傳的工具來強化他們的經營狀況。本議題邀請了四個州立檔案館人員分享各自在對外宣傳上的努力及經驗，以及如何加強典藏機構在外界利益相關人士心中的重要性。
709	Collaboration and Community: Three Digital Humanities Projects.	在檔案與圖書資訊學的研究上，對外合作成為一個漸被重視的議題。本議題藉由與會者所提出各自所參與的與館外不同社群的合作模式，討論對外合作的挑戰與成

		果，為了提升合作成效所做的評估，以及未來的計畫。
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六、檔案館管理

與檔案館管理相關的議題，包括檔案管理人員培訓、建築設計、安全管理、營運策略、志工招募等。相關議題表列如下：

編號	議題名稱	摘要
106	Successful Succession Planning: Lessons Learned When Long-term Staff Members Leave.	本議題主要在討論圖書館及檔案館所面臨資深專業人員離職所產生的影響及如何降低對於組織的衝擊。
201	Protecting Our Heritage: Holdings Protection for Your Institution.	本議題邀請檔案管理人員、政府法務部門、NARA 人員訓練專家、聯邦調查局、州立檔案館及歷史學會的專家學者共同討論典藏機構如何訂定館藏安全維護政策，包括現有的檔案應用規定、館藏安全維護程序、人員訓練計畫及建立與相關機構的合作關係等。
206	The Process of Processing: Management Strategies and Solutions.	本議題主要邀請政府機關、大學、專門主題檔案館、及歷史學會等不同領域之檔案工作者說明所運用之檔案管理策略，如何運用不同的策略與工具有效改善檔案管理工作流程及提升管理成效。
207	Getting Started with Political Advocacy: The Five “W”s and Activist Archivists.	本議題主要在探討運用 5W 在檔案館資訊蒐集、經營及對外提倡主張的相關做法。

210	Reaching Out: Building and Managing Satellite Facilities.	由於許多檔案館組織架構會設有總部及分支，因此當思如何在有多個典藏地點的情況下，找到一個館藏建構及管理的最佳方式，本議題邀集了州檔案館、大學、企業、宗教檔案館等工作人員說明目前所採取的策略以及各典藏地點之檔案人員如何加以合作協調。
211	Road Maps to Success: Strategic Planning in Archives.	本議題探討檔案館經營的策略規劃，包括檔案館策略規劃的目的、所帶來的效益、情境規劃等。
304	Training in Place: Upgrading Staff Capabilities to Manage and Preserve Electronic Records.	檔案管理人員必須要提升在管理原生電子檔案方面的專業。本議題藉由探討三個計畫有關檔案課程內容、授課方式等來說明檔案人員此方面專業訓練的發展趨勢。
310	Disability: Uncovering Our Hidden History.	本議題關注身心障礙者在檔案館的使用問題，並認為檔案工作者應該要將身心障礙者納入檔案館及業務多元發展的考慮因素之一，與會者提供了過去文獻上的相關紀錄，建議發展出區域性為身心障礙人士所專門設計的檔案館，並發表一份針對各檔案閱覽中心在設施使用便利性上的調查結果。
502	The State of State Archives 2013.	針對 Council of State Archivists(CoSA)所提出未來美國檔案管理所將面臨的問題，包括人

		<p>員與財源的緊縮、持續大量增加的紙本檔案、在數量及複雜度都將快速增加的電子檔案及數位典藏議題，CoSA 認為未來州立檔案館將在中央、合作夥伴、贊助者及公眾之間扮演愈形重要的角色。本議題主要提供與會者討論州立檔案館的未來走向、對外行銷宣傳策略以及未來館藏發展可以強調的重點。</p>
504	<p>Records Management Training Gumbo for the Digital Age.</p>	<p>隨著數位時代的日趨成熟，檔案資訊管理(records and information management, RIM)逐漸朝向分散式管理發展，檔案管理人員應該要配合未來發展趨勢學習最佳的實務做法。本議題邀請學術界、政府部門、私人企業等不同領域的專家學者，共同探討檔案管理人員的培訓策略，以及提供訓練資源共享的方向，並提出各自所採取的成功及失敗的訓練經驗，以及檔案與圖書資訊管理教育課程現況和建議。</p>
704	<p>Working on Your Perfect Pitch: Elevator Speeches from the Field.</p>	<p>本議題邀請與會者分享各自在檔案管理工作上有關財務、人事、館藏、建物空間管理以及面對全國性議題、地方性議題方面的經驗與看法。</p>
707	<p>Ideal and Real: Striving for Archival Perfection in an Imperfect World.</p>	<p>本議題探討檔案管理人員在社會上所應扮演的專業角色，以及勾勒</p>

		出一個理想形象的追求，提升自我瞭解與自覺。
404	Incentivizing Volunteer Workforces for Crowd-sourced Projects.	本議題探討檔案館對於志工人力所採取的相關激勵方式。

七、檔案研究與檔案教育

與檔案研究與檔案教育相關的議題，包括主題性檔案研究個案介紹、檔案支援教育活動之介紹與探討、檔案專業教育課程探討等。相關議題表列如下：

編號	議題名稱	摘要
108	Labor Rights Are Civil Rights: Discovering the Intersections of Labor History and Civil Rights in Labor Collections.	本議題邀請相關個案計畫，說明勞工相關檔案如何被運用在勞工歷史以及諸如種族、政治學、社會學、性別與女性議題等相關的研究上。
406	Journeys of Reconciliation: Institutions Studying Their Relationships to Slavery.	過去十年，部分美國大學研究探討奴隸制度與種族歧視的關係。在這些計畫中，檔案資料扮演很重要的角色，本議題即邀請了若干大學目前刻正進行中的相關研究進行發表。
702	Opportunities for Archives and Archivists in the Changing Landscape of K-12 Public Education.	美國 K-12 公眾教育標準的調整，使得檔案工作者在教育上可預期扮演支援教師的角色。本議題與會者探討檔案管理人員如何支援教師教學，並分享在歷史與社會研究、語文研究領域如何運用檔案資料來滿足課程需求。
609	Thinking Beyond the Box: How	本議題主要針對軍事檔案館在 21

	Military Archivists Are Meeting 21 st Century Challenges.	世紀所要面臨的挑戰，包括對於軍隊運作的記錄方式、軍事檔案館對於跨領域軍事研究的價值、以及對於伊拉克戰事數位檔案的管理及處理方法。
506	Enhancing Diversity Through Discussion: Adapting the ARL Leadership Symposium Experience.	每年研究圖書館協會 Association of Research Libraries (ARL)針對圖書資訊學系所學生舉辦討論會，針對現在多元的資訊環境進行相關議題研討。本議題主要比照上開 ARL 的模式，由與會學生分別對檔案管理領域上的多元發展、導師模型(mentorship models)以及因應未來的合作關係發展同儕網絡進行探討。
607	Archival Education from the Student Perspective	本議題討論檔案教育的未來，邀請五位目前正在攻讀檔案學的研究生，從學生的觀點提供檔案教育與未來職場需求的期待。
705	Archival Science Job Announcements Project: An Overview and Analysis.	科技的進步持續重塑了檔案與紀錄管理工作者的角色。本議題討論檔案教育內涵的改變，提出一份針對 500 個檔案工作招募內容的分析，瞭解目前檔案與紀錄管理工作對於人員的教育、知識背景、技術需求，並提出對於檔案教育者在發展相關課程的建議。

八、視聽檔案管理

與視聽檔案管理相關的議題，包括目前進行中之典藏計畫介紹、視聽檔案管理方式探討等。相關議題表列如下：

編號	議題名稱	摘要
203	Lights, Camera, Archives! Working with the Media and Moviemakers.	本議題由各發表人簡要介紹所管有之檔案典藏內容或目前執行中之相關計畫，分享與紀錄片工作者、電視或電影製作團隊互動之經驗。
309	Streamlining Processing of Audio-visual Collections for Preservation and Access.	視聽檔案在管理單元上，通常是以案件為單元進行，且管理重點應強調檔案實體本身、以及注意檔案格式與保存狀況，本議題與會者主要探討視聽檔案管理流程以及如何權衡檔案保存與使用。
407	What's Left of the Left End of the Dial?	本議題在討論無線通訊廣播檔案之保存及提供使用，此類檔案保存的困難度在於聲音檔格式，另外包括其研究價值、管理效益等，及此類檔案的鑑定、保存、提供使用。

九、其他

除了上述所歸納之相關研討主題外，另有數個場次分別探討檔案災害復原、檔案徵集與鑑定、口述歷史與檔案管理之探討等。相關議題表列如下：

編號	議題名稱	摘要
102	Hurricane Katrina: Disaster Recovery and Documentation in Archival Collections.	針對卡翠娜颶風所衍生的檔案議題，包括討論典藏場所的災害復原與重建，發展大規模的數位館藏以

		保存第一手資料，以及針對個案（選舉、議會檔案）檔案管理進行發表。
204	By Default or Design: Public Records in Manuscript Repositories and Special Collections.	本議題介紹兩個歷史悠久的學會及手稿典藏單位如何徵集公共紀錄及其處理方式，主要討論這些非政府檔案典藏單位在目前檔案管理法規的適用及與政府單位協調互動方式，以及這些單位是否應保留政府紀錄等相關議題。
303	Occupy Archives.	本議題邀集來自不同背景專家，包括政府單位、非營利組織、大專院校等，討論重點包括檔案館與檔案捐贈者關係、文件紀錄策略、社會媒體及數位化、口述歷史、以及聲音檔案管理。
410	Rare Books in the Archives.	善本書已不僅是圖書館才有的典藏品，檔案館近年來也開始管有越來越多的善本書，本議題討論不同的善本書計畫，主要在為這些資料建置數位內容管理系統以及線上查詢工具、社群媒體的使用，以及在檔案內容上的整合。
507	Advancing the Ask: Proactive Acquisitions for the Modern Age.	本議題由各發表人分享在檔案蒐尋、鑑定及徵集的經驗。包括為了讓檔案捐贈者瞭解本身即檔案產生者的角色，以及其所產生的檔案對於檔案館的價值所採取的策略

		及成功的經驗；檔案館如何教育檔案捐贈者以及使用新的技術與工具蒐集重要事件的相關事證等。
608	Let's Give 'Em Something to Talk About: Oral History in the Digital Age.	典藏機構如何處理口述歷史工作進行時所面對的檔案保存與利用議題。本議題邀請不同類型的檔案典藏機構分享這方面的經驗。
703	Displaced Archives: Current Controversies and a New Initiative.	國家及人民曾經因戰爭、革命、或其他社會衝突而遭受文件紀錄資產的查扣，本議題即稱之為「displaced archives」。這些檔案的長期保存與清理機制在國際檔案界仍是個爭論的議題。本議題探討 Displaced Archives Project 計畫中若干目前仍持續被查扣的資料，如何將這些資料加以識別以及提供完整的、中立的索引工具。
706	Community Archives and the Archivists Who Love Them: Teaming Up to Tell the Whole Story.	關心特定社群檔案的人，通常具備足夠熱誠以及對該特定檔案內容的知識，但較欠缺檔案管理上的訓練。本議題討論社群檔案的本質，以及口述歷史在這方面所扮演的角色，以及傳統的檔案管理實務如何滿足此類型檔案管理的需求。
708	Privacy, Academic Freedom, and the Law: Collecting and Protecting Oral Histories.	口述歷史學家以及蒐集此類資料的典藏機構面對許多口述歷史對象的信任與隱私上的挑戰。本議題探討論檔案管理人員在處理這些

		易引起爭議的檔案所應負起的權責，以及在法律規範下的限制使用議題。
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肆、出版品及業界展示（Bookstore and the Expo）

本次年會除了 70 多場的研討會議外，另外規劃有出版品及業界的展示活動，出版品展示的部分，主要是主辦單位美國檔案人員學會所出版的檔案專業書刊，與會人員可於會場直接購買，或是會後向該學會訂購；至於業界的展示，除了廠商外，亦有若干檔案學相關學校機構在會場展示其所執行的相關計畫成果，而廠商所展示的產品主要可分類為數位科技產品、檔案保存維護產品、家族檔案資料庫、資訊科技暨雲端科技產品，約有 54 家展示攤位。

伍、年會照片



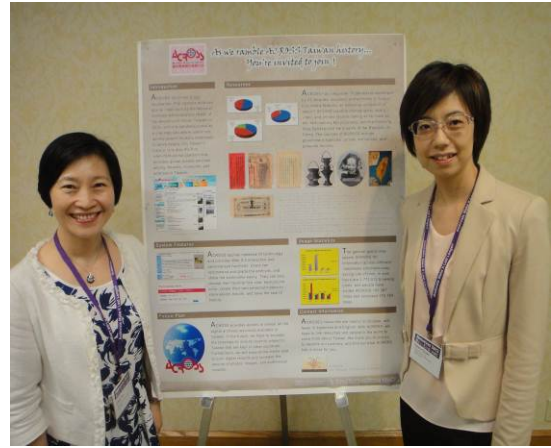
年會報到處



本局人員於年會主視覺前合影



本局人員布置參展海報



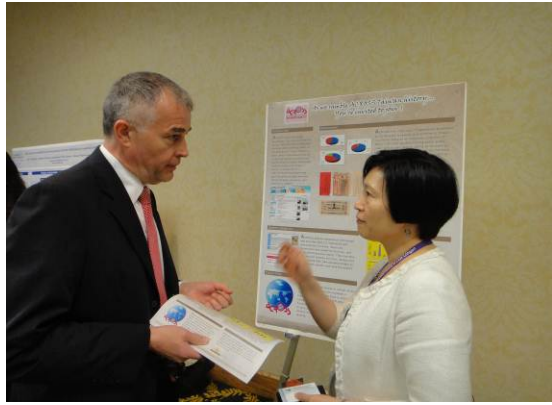
本局人員於參展海報前合影



本局人員與路州檔案館館長 Dr. Hardy
於 ACROSS 海報前合影



論壇發表情形



本局林副局長向與會人士介紹 ACROSS



本局林副局長及與會人員合影



海報展示區



海報展示區



出版品展售區



出版品展售會場



出版品展售會場



出版品展示



研討會場



研討會場



研討會場



研討會場



研討會場



研討會場



本局林副局長及與會人士合影



年會論壇



本局林副局長及與會人士合影



業界展示區



業界展示區



業界展示區



業界展示區



保存維護產品展示



除蟲菌設備展示



保存維護產品展示



影音檔案保存產品展示



檔案保存容具展示

第三章 檔案館考察

本次考察團成員在與會期間，亦抽空參訪路易斯安那州立檔案館及紐奧良市立公共圖書館，其中紐奧良市立公共圖書館除了是圖書館外，亦兼負了該市檔案館的角色，負責保存該市市政紀錄。以下是兩個參訪單位的訪視紀要。

壹、路易斯安那州立檔案館（The Louisiana State Archives）

一、訪視時間：

8月12日下午1時30分至4時30分。

二、檔案館接待人員：

1. Tom Schedler / Secretary of State
2. Dr. Florent Hardy / State Archivist
3. Mary Durusau / Museums/Archives Manager, Secretary of State Tom Schedler
4. Bill Stafford / Head research librarian
5. Doug Harrison / Head of the conservation and acquisitions division
6. Carrie Fager / head of records management
7. Brad France / digital media archives
8. Brenda Wright / Mary Durusau's assistant

三、訪視紀要：

路易斯安那州立檔案館（以下簡稱路州檔案館）隸屬該州秘書處（Louisiana Secretary of State），成立的目的在於蒐集、保存維護、開放應用與該州歷史有關的檔案。自1956年成立，最早設立在路易斯安那州立大學內，至1966年搬遷至Baton Rouge市的一處工業區內，但考量該處所不適合保存該州歷史紀錄，因此在1980年代早期，再度於該市內重新選址、規劃設計新館，至1987年正式完成興建啟用，即是目前的路州檔案館，地上4層，被視為是美國國內最佳的檔案館建築設施之一。

路州檔案館設館長一人綜理館務，組織依業務性質分為圖書館暨研究部門、檔案保存與徵集部門、文件管理部門、數位媒體部門、微縮部門，正式員額約37人，已面臨人員不足困境。路州檔案館目前保存路州各政府機關移轉之檔案數量超過30,000立方英尺（thirty thousand cubic feet），這些檔案典藏在檔案館

2 樓與 3 樓庫房檔案架上，庫房環境進行溫溼度及環境控制。

路州檔案館館藏來源可分為機關移轉以及民間捐贈兩種，由該館徵集暨保存部門負責典藏維護，進館檔案係經由徵集部門人員進行鑑定、編製目錄、匯入該館檔案資料庫，並置於無酸保存盒存放。機關檔案部分主要來自 28 個州屬機關，民間捐贈檔案部分，目前約有 6 個全宗。

路州州政府轄下機關依該州法令，必須要編製檔案保存年限表（records retention schedule，即該機關視其各類公務紀錄在行政、法律及財務方面的需要，決定其保存年限），並送交路州檔案館進行審查，經路州檔案館同意後，該州法令要求各機關保存其公務紀錄自其產生日期起算至少 3 年，而在其保存年限表尚未經路州檔案館核准前，按該州法令機關不得先行清理檔案。此外，各機關經核准之保存年限表，在 2003 年規定各機關必須每 5 年要檢視更新該表，核准日距今超過 5 年未更新者即視為過期。

路州檔案館內設有 State Records Center，主要係各機關會將其保存 6 個月至 10 年左右的定期保存紀錄存放到該紀錄中心，至永久保存紀錄，部分會留在各機關保存，如要移轉者，大約 7-9 年後就會直接移轉路州檔案館，不一定要經過紀錄中心。紀錄中心會提供各機關檔案裝箱的紙箱，每 25 個紙箱需費美金 15 元，費用由各機關負擔，存放在紀錄中心的檔案，其所有權仍屬於原機關，因此檔案的開放應用權責仍在各機關，紀錄中心僅是配合調出所需要使用的資料，至於銷毀作業，存放於該中心的紙本檔案，該中心會先寄發通知給原機關（Notice of Intent to Dispose of Records sent by the State Records Center），俟原機關取得授權同意銷毀後即通知該中心處理，至於其他媒體檔案必需由原機關調出後進行銷毀。

路州檔案館目前保存有奧爾良教區 1819 年至 1912 年的出生紀錄、超過 50 年前的婚姻紀錄與死亡紀錄，以及全州 1911 年至 1962 年的死亡紀錄。路州檔案館表示，有關出生紀錄及死亡紀錄送到該館的時間，係以出生後 100 年及死亡後 50 年來計算，原則皆對外開放。目前路州檔案館每年平均的閱覽人次大約是 8,000 人次。

路州檔案館係將紙質檔案及非紙質檔案的管理，分別由不同部門來負責，以數位媒體部門來說，係由該部門 2 名人員陸續進行數位轉製，目前已完成大約

8 成左右館藏的轉製作業。

特別一提的是，由於在二次大戰期間，協助我國空軍並成立「中華民國空軍美國志願援華航空隊（American Volunteer Group，即之後所稱飛虎隊）」的陳納德將軍（Claire Lee Chennault）來自路州，路州檔案館除於現場展示陳納德與蔣中正等人之合照外，並於本局參訪人員回國後，由州務卿 Tom Schedler 親筆函贈該等照片之數位檔（如附錄），供我國運用。

四、訪視照片



檔案館大門



檔案館外草坪



參考諮詢櫃台



閱覽空間



檔案庫房



檔案箱內檔案



大圖檔案



檔案修復室



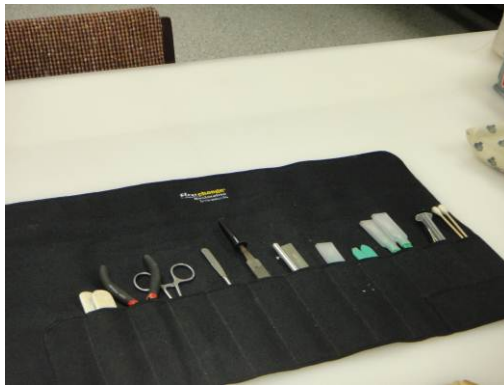
檔案修復室



水槽



檔案加壓整平



檔案修復工具



機關紀錄中心庫房



機關紀錄中心庫房



本局林副局長致贈紀念品予
路州州務卿 Tom Schedler



本局考察人員與路州州務卿及路州
檔案館單位主管群合影



本局考察人員與路州州務卿合影



視聽檔案庫房



視聽檔案庫房



視聽檔案庫房



數位媒體部門辦公室



視聽檔案閱讀剪輯設備

貳、紐奧良市立公共圖書館 (New Orleans Public Library)

一、訪視時間：

8月14日上午10時至12時30分

二、檔案館接待人員：

1. Charles Brown / Library Director
2. Charles McMorran / Deputy Director
3. Lawrence Williams / Executive Assistant to the City Librarian
4. Irene Wainwright / City Archivist

三、訪視紀要：

紐奧良市立公共圖書館係保存與收集紐奧良歷史資料的主要單位，館內的 Louisiana Division 是一個參考服務部門，職掌蒐集與路易斯安那州、紐奧良市等研究相關的資料，資料類型包括圖書、政府文書、縮影資料、地圖、報紙、期刊、手稿、照片、幻燈片、視聽資料等等，該部門並負責管理設於館內的市檔案館，市檔案館是一個政府單位，典藏紐奧良市政府自 1769 年至今產出的公務紀錄，以及保管 1927 年之前市立法院及 1932 年之前奧爾良教區刑事法院的檔案。

市檔案館係於 1769 年由當時統治路易斯安那州的西班牙統治者所建，至 1946 年市檔案館交由紐奧良公共圖書館管轄。目前市檔案館包含超過 1200 冊手稿，超過 3500 立方呎的檔案文件，以及大尺寸的地圖、建築圖、照片、視聽檔案。

市檔案館的檔案庫房位在地下室，設有溫溼度控制，但因位於地下室，整體環境控制未盡理想。該庫房歷經卡翠娜颶風(Hurricane Katrina)的侵襲，仍保持完好。市檔案館保存有市政府各機關永久與定期檔案，市檔案館並不需要將檔案

再移轉至州檔案館，機關及民眾都擁有使用這些市政檔案的權利。針對犯罪資料，罪犯照片只提供給家族成員，不開放給一般民眾。

針對市政府各機關所產生的公務紀錄，在原機關保存一段時間，當法定的保存年限已屆或是原機關不再有業務上的需要，具永久價值檔案就應該移轉至市檔案館。市檔案館針對具有永久歷史研究或行政稽憑價值檔案羅列 23 類檔案，包括首長的往來信函、審計稽核資料、預算、工程計畫、統計資料、地圖、會議紀錄等。

目前市政府部分機關係訂有經路州檔案館核准的檔案保存年限表，這些機關必須依照檔案保存年限表來決定所產生公務紀錄是否應該要移轉市檔案館。而沒有訂定檔案保存年限表的機關，在移轉檔案至市檔案館前，必須先與該館人員諮詢討論，該等檔案之移轉作業，至少自檔案產生日起算 3 年後方可辦理。

法律上，被視為不具永久保存價值的檔案，市檔案館亦不能授權批准其銷毀。市檔案館只能建議哪些檔案具永久保存價值應予移轉。由於檔案保存年限係由州法律決定，檔案保存年限表必需由路州檔案館核准，而且不具檔案保存價值的公務紀錄的清理亦要呈遞到州檔案館。市檔案館檔案的保存年限如有疑問以及清理處置，應要遵循路州檔案館之規定。

市檔案館訂定有檔案移轉表格(Transmittal of Records to the City Archives)，必須隨著每批移轉檔案繳交，其中一份留在市檔案館，另一份會寄送到路州檔案館留存。這份表格資料包括機關名稱、聯絡資訊、移轉檔案類型、檔案內容描述、檔案數量、檔案起迄時間、檔案典藏地(本項留白，由市檔案館使用)、機關代表簽名、市檔案館代表簽名。此外，亦訂有指導機關如何裝箱打包移轉檔案的說明，包括訂定箱子規格(市檔案館不提供箱子)、裝箱順序依其原始順序、每箱檔案應屬於同一系列、每箱檔案之擺放方向應一致、每箱檔案應屬同一媒體、標註箱號、箱外標籤製作。小量的移轉係由市檔案館人員去機關運載檔案，大量移轉(如 20-30 箱)，則由移轉機關自行負責運送。

四、訪視照片



圖書館外觀



圖書館內大廳



圖書館閱覽空間



圖書館閱覽空間



館方向本局林副局長介紹卡片目錄



微縮閱讀設備



檔案庫房



視聽檔案



大圖檔案



館方與本局交流



書本式檔案



檔案容具



館方典藏之中式賀卡



館長 Charles Brown 與本局林副局

長共同主持意見交流



本局考察人員與館方意見交流



本局考察人員與館方意見交流



本局考察人員與館長合影



本局考察人員與館方接待群合影

第四章 結論與建議

本次係本局首次參與美國檔案人員學會舉辦之國際年會，也是本局繼 2011 年參加國際檔案理事會（The International Council on Archives）歐洲第 8 屆數位典藏研討會（8th European Conference on Digital Archiving）後，第二次參與國際性之檔案學術活動。透過此次參與國際性會議，得以瞭解美國檔案管理實務界及學術界目前所面臨的問題、探討的議題與未來發展方向，並透過與國際檔案界之交流機會，首次將我國檔案管理重要發展成果：檔案資源整合查詢平台(ACROSS) 於國際會議場合展示，建立友好關係，拓展未來合作發展與互訪之可行性，也藉此提昇視野，為我國檔案管理工作擘劃更為宏觀之發展方向。謹就此次與會及考察所得，對於本局及我國檔案管理工作發展建議如下：

一、持續發展電子檔案管理技術，成為國際學習標竿

此次年會有多項議題探討電子檔案管理工作，包括雲端技術之引進、電子檔案管理系統設計、檔案管理人員電子檔案管理專業技能培養、相關計畫介紹等，多數仍處於在問題探討或實驗性質階段；另，從路易斯安那州立檔案館及紐奧良市立公共圖書館的參訪過程，發現該等檔案管理工作在對於新資訊科技的引進上，仍較為保守。反觀我國，自從本局於 91 年配合檔案法施行以來，積極推動各機關檔案管理資訊化作業，加以本局成立電子檔案長期保存實驗室後，對於原生形式電子檔案長期保存及媒體轉置等作業亦積極進行研發及導入實務作業，較之美國等檔案管理先進國家，我國在電子檔案管理工作上的發展具有優勢，建議應持續發展電子檔案管理技術，並導入實務管理流程，藉由技術研發與實務運作之交替回饋，提升我國電子檔案管理工作的成熟度，亦可作為我國在國際檔案管理工作之宣傳亮點及觀摩學習對象。

二、持續關注國外檔案開放與隱私保護議題，作為本局參據

本次年會除了上述電子檔案管理的相關議題外，在檔案開放應用方面，亦有若干發表單位探討檔案開放與個人資料保護之間的權衡與處理方式。從參與研討過程發現，本項議題引起與會者多所討論，似可推論日前在美國檔案管理實務界，亦有面臨檔案開放與個人隱私衡平之類似問題，與我國相較，美國各級檔案館因常有處理私人捐贈文獻資料之情形，因此所遇到有關個人隱私的開放與否問題常發生在此類館藏，亦連帶衍生當初之捐贈者或其後代家屬向檔案館表達欲索

回其捐贈資料的要求；而本局所面臨的個人隱私保護問題，是以處理發生在公務紀錄中的個人隱私為主，相較於個人捐贈資料而言，較為複雜且更不易釐清公務與私人資訊之界線，類似問題亦發生於本次所參訪之兩所檔案館，路州檔案館對於個人之出生、死亡或婚姻紀錄，係依法定年限以出生 100 年或死後 50 年為開放時間，而紐奧良市立公共圖書館對於犯罪人之照片等個人紀錄僅對家屬開放。考量各國對於檔案開放與隱私保護的法令規定或有不同，各國檔案館所管有之檔案類型亦不盡相同，國外對於這類議題之處理方式或許不一定能完全適用於我國，惟可由此瞭解此類議題誠屬國際檔案界關注問題，未來本局應持續關注國際間對於此類議題之立法趨勢、觀念走向及衡平處理方式，俾使我國在此議題方面之處理能與時俱進，不過於躁進或限縮。

三、強化合作關係，善用多方資源

本次年會對於檔案館與外界的合作亦多所著墨，起因除了因應資訊科技的進展，使得檔案工作人員與資訊工作者間的合作關係更加密切、以及運用資訊科技與館外機構加以整合提供服務，另外，亦面臨了政府財政困難、檔案館預算縮減的現實問題。由所發表的各篇論文或工作成果可以看出，美國檔案界對於同業合作或異業結盟，已非起步，而是已確實瞭解對外合作對檔案館永續經營的重要性與資源整合後的效益，並展開實際上的合作方案，整體觀之，相關的合作成果應可算是正面多於負面評價。反觀我國，各機關檔案管理作業仍循往例各自進行，國內一些主要檔案文獻典藏機構，亦多各司其職、各行其事，我們已面臨類似美國等之經費與人力不足問題，但國內相關單位對於合作機制，態度似較保守，本局雖已於民國 99 年建置檔案資源整合查詢平台，為檔案館、圖書館、博物館間合作的開端，惟未來可預期的環境，應是檔案數量加速成長，管理資源相對有限，相關資料分散各處，本局身為檔案中央主管機關，對於成立相關合作聯盟、設法突破既有框架、或是積極倡議檔案界與其他相關領域的合作，應責無旁貸，俾使有限資源得以發揮最大效益。

四、加強非官方之學會角色，推動跨域交流互動

美國檔案人員學會每年均會在美國國內不同城市舉辦年會，且年會所規劃之活動與邀請對象，除了以檔案實務工作者為主外，學界及業界均有相當程度之參與，該學會亦出版了為數眾多的檔案管理專業書籍。本次與會過程可以感受到

美國檔案實務界、學術界與產業界之互動交流密切頻繁，彼此在資訊交流、問題解決方案提供、技術支援等方面，三方相互支援。而我國近年來之發展，除了本局推動相關工作外，缺少類似美國檔案人員學會這樣非官方、具規模的強力推動角色，在實務界、學術界及產業界扮演關鍵橋樑。建議或可參考國外機制或國內圖書館界的運作模式，促進成立檔案專業學會，結合國內相關系所教授、具領導地位之典藏機構與相關學會，定期舉辦研討或教育訓練，辦理年會，並加強與產業界、學術界的互動，活絡此一專業市場，使得相關實務工作得以推陳出新、實務工作者亦可得到充分的諮詢與支援。

五、推動工作流程改造，提升作業成效

本次年會在 MPLP(More Product, Less Process)的概念下，若干議題係在強調或探討檔案館整體作業、或是數位化及檔案描述的作業流程。有部分與會者為了解決待處理檔案量龐大的問題，因此重新思考檔案描述單元的改變、或是以其他簡易查詢工具替代檔案目錄的作法，目的是希望能儘速將館藏資料提供外界查詢；此外也有利用資訊技術加強檔案數位化作業或提升檢索效益；或是運用對外合作策略，加速對於館藏檔案之整理工作；以及針對擁有大規模館藏的檔案館，其管理方式之探討等，皆希望在資源有限的前提下，著重成本效益的思考，藉由作業流程或方法的調整，仍能維持檔案館一定程度的工作效益。考量本局未來每年國家檔案成長量如持續以 1-2 公里計，待處理檔案量之成長亦相當可觀，在作業資源無法等比例增加的情況下，MPLP 的概念或可供我們後續在思考各項工作流程時的參考，MPLP 的核心觀念應在於成本效益及彈性，以檔案描述作業來說，描述單元是否需全體館藏皆一致，本次年會部分與會者提出相關檢討意見；又或是從資訊系統的建置，可以節省檔案管理工作部分的作業程序與資源，例如雲端技術的引進、透過資訊系統自動蒐集檔案使用者意見回饋、運用資訊技術進行大型檔案館從外部應用流通作業到內部檔案管理工作之自動化作業等，國外檔案館所思考的作業流程改造或提升工作成效的作法，均可成為我們學習或調整的參據。

六、積極參與國際會議，爭取交流機會

本次參與 SAA 會議係本局成立近 12 年來第二次參與國際會議，也是首次以官方名義透過互動海報，展示我國檔案管理業務的發展成果，獲得許多與會人

員的關注與好評，促進國際友誼，並展現我國檔案管理專業形象與技術發展能力。而從本次會議發表的論文與各國關注的議題觀之，亦發現我國與各國對檔案管理與應用議題關注之同質性與異質性，以及我國在此專業領域具有之發展優勢與可精進之處。因此，深切期望本局日後除應持續積極參與國際會議，吸取新知，建立友好互動之連續性關係外，亦應勇於在國際會議場合發表論文及善用海報展示等機會，增加我國的能見度，展現我國在檔案管理之專業成果，並促進更多國際交流。

附錄一：出席國際會議暨考察行程表

日期	行程內容	所在地點	備註
8/11(日)	啟程(臺北至紐奧良)	臺北	
8/11(日)	抵達紐奧良	紐奧良	8/11 16:51 抵達紐奧良 L. Armstrong Intl. 機場。
8/12(一)	參訪 Louisiana State Archives (3851 Essen Ln, Baton Rouge, LA 70809)	紐奧良	上午車程，下午參訪。
8/13(二)	報到、出席年會	紐奧良	
8/14(三)	上午：出席年會。 下午：參訪 New Orleans Public Library(219 Loyola Ave, New Orleans, LA 70112)	紐奧良	
8/15(四)	出席年會	紐奧良	
8/16(五)	出席年會	紐奧良	
8/17(六)	出席年會	紐奧良	
8/18(日)	返程(紐奧良至臺北)	紐奧良	8/18 11:00 自紐奧良 L. Armstrong Intl. 機場出發。
8/19(一)	抵達台北		8/19 21:25 抵達桃園國際機場

附錄二：年會議程

ARCHIVES 2013: Print Schedule

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ARCHIVES 2013

AUGUST 11 • SUNDAY

CoSA or SAA Group Education Session Information Other Group Preconference
 Service Projects-Tours Special Event

TBA	I General Information	Hilton New Orleans Riverside
TBA	I In Case of Emergency	Hilton New Orleans Riverside
9:00AM – 5:00PM	P Archives: Principles and Practices #1410 (Day 1 of 2) <i>Speakers: Pam Hackbart-Dean, Anne Ostendarp</i>	Belle Chasse

AUGUST 12 • MONDAY

TBA	I General Information	Hilton New Orleans Riverside
TBA	I In Case of Emergency	Hilton New Orleans Riverside
9:00AM – 5:00PM	P Archives: Principles and Practices #1410 (Day 2 of 2) <i>Speakers: Pam Hackbart-Dean, Anne Ostendarp</i>	Belle Chasse
9:00AM – 5:00PM	P Describing Archives: A Content Standard (DACS)* #1411 [REVISED] <i>Speakers: Hillel Arnold</i>	Oak Alley
9:00AM – 5:00PM	P Digital Curation Planning and Sustainable Futures #1414 <i>Speakers: Helen Tibbo, Nancy McGovern</i>	Loyola University
9:00AM – 5:00PM	P Encoded Archival Context - Corporate Bodies, Persons, & Families (EAC-CPF)* #1413 <i>Speakers: Kathy Wisser</i>	Tulane University
1:00PM – 4:30PM	P EAD Hackathon #1412 <i>Speakers: Mark Custer, Krista Ferrante</i>	Loyola University
4:00PM – 8:00PM	C SAA Council Meeting	Melrose
4:00PM – 10:00PM	C Council of State Archivists Board of Directors Meeting	Chequers

AUGUST 13 • TUESDAY

TBA	I General Information	Hilton New Orleans Riverside
TBA	I In Case of Emergency	Hilton New Orleans Riverside
8:00AM – 12:00PM	C SAA Council Meeting	Melrose
8:00AM – 4:00PM	I Registration Open	First Floor Registration Counter
8:00AM – 9:00PM	C Council of State Archivists Board of Directors Meeting	Chequers
8:30AM – 4:30PM	S "Staff Ride" Studying the Battle of New Orleans	TBA
9:00AM – 11:30AM	S [CANCELLED] Service Project: Second Harvest Food Bank of Greater New Orleans and Acadiana Second Harvest Food Bank of Greater New Orleans and Acadiana	
9:00AM – 1:00PM	S Researching Preservation Hall: From Its Digital Record to Its Colonial Beginnings	Office of the Clerk of Civil District Court

9:00AM – 4:30PM	P PREMIS Tutorial #1415 <i>Speakers: Karin Bredenberg</i>	Oak Alley
9:00AM – 4:30PM	P Rights and Permissions: Policies for Reproduction and Reuse of Archival Holdings #1417 <i>Speakers: Jean Dryden</i>	Jasperwood
9:00AM – 5:00PM	E 2013 SAA Research Forum: 'Foundations and Innovations'	Jefferson Ballroom
9:00AM – 5:00PM	P Managing Electronic Records in Archives and Special Collections #1418 <i>Speakers: Seth Shaw</i>	Belle Chasse
9:00AM – 5:00PM	P Reappraising and Deaccessioning Archival Materials from Start to Finish #1416 <i>Speakers: Jeremy Brett, Marcella Wiget</i>	Elmwood
9:00AM – 5:00PM	S Repository Tours and Open Houses, On-Your-Own Explorations	TBA
10:00AM – 4:00PM	P CURATEcamp SAA 2013 #1419 <i>Speakers: Courtney C. Mumma, Cristela Garcia-Spitz</i>	Tulane University
1:00PM – 3:00PM	C SAA Membership Committee Meeting	Marlborough B
1:00PM – 5:00PM	C SAA Committee on Ethics and Professional Conduct Meeting	Norwich
1:00PM – 5:00PM	C SAA Standards Committee Meeting	Marlborough A
1:30PM – 8:30PM	L Women's Archives/Women's Collections: What Does the Future Hold?	Newcomb College Institute, Tulane University
3:00PM – 5:00PM	C SAA Diversity Committee Meeting	Newberry
3:00PM – 5:00PM	C SAA Finance Committee Meeting	Durham
6:00PM – 9:00PM	C SAA Foundation Board of Directors Meeting	Rosedown
6:00PM – 9:00PM	C SAA Glossary Working Group Meeting	Prince of Wales
AUGUST 14 • WEDNESDAY		
TBA	I General Information	Hilton New Orleans Riverside
TBA	I In Case of Emergency	Hilton New Orleans Riverside
8:00AM – 10:00AM	C SAA Annual Meeting Task Force	Prince of Wales
8:00AM – 10:00AM	C SAA Committee on Education Meeting	Marlborough A
8:00AM – 12:00PM	C Council of State Archivists State Electronic Records Initiative (SERI) Steering Committee and Advisory Board	Magnolia
8:00AM – 12:00PM	C SAA Publications Board Meeting	Norwich

8:00AM – 12:00PM	C SAA Standards Subcommittees: Technical Subcommittees on Encoded Archival Description (EAD) and Encoded Archival Context (Corporate bodies, Persons, and Families (EAC-CPF), and Schema Development and Review Team (SDT)	Windsor
8:00AM – 12:00PM	S Service Project: City Park Archives Inventory Project	New Orleans Museum of Art / City Park warehouse
8:00AM – 12:00PM	S Service Project: Scanning Project at Tulane University	Tulane University Library
8:00AM – 6:00PM	I Bookstore Open	Grand Ballroom A
8:00AM – 6:00PM	I Networking Café and Career Center Open	Grand Ballroom A
8:00AM – 6:00PM	I Registration Open	First Floor Registration Counter
8:15AM – 4:30PM	S Service Project: Lower Ninth Ward	lowernine.org office, 6018 El Dorado Street, New Orleans, LA 70117
8:30AM – 11:30AM	S Service Project: St. Bernard Project	Hilton Riverside Lobby, 7:15 am departure
8:30AM – 12:30PM	C SAA Digital Archives Specialist [DAS] Certificate Comprehensive Exam	Oak Alley
8:30AM – 12:30PM	O Academy of Certified Archivists Certification Examination [ROOM CHANGE - Versailles]	Versailles
8:30AM – 5:00PM	C SAA Congressional Papers Roundtable	Historic New Orleans Collection
9:00AM – 12:00PM	C SAA / ALA / AAM Joint Committee Meeting (CALM)	Marlborough B
9:00AM – 12:00PM	C SAA Cultural Heritage Working Group Meeting	Jasperwood
9:00AM – 12:00PM	C SAA Government Affairs Working Group Meeting	Ascot
9:00AM – 12:00PM	C SAA Intellectual Property Working Group Meeting	Newberry
9:00AM – 12:00PM	C SAA Standards Subcommittee: Technical Subcommittee on Describing Archives: A Content Standard (TS-DACS) Meeting	Durham
9:00AM – 1:00PM	S Service Project: Louisiana Historical Center Architectural Records Project	Old U.S. Mint, Louisiana Historical Center, 400 Esplanade Avenue
9:00AM – 4:00PM	O Academy of Certified Archivists Board of Regents	Chequers
9:00AM – 5:00PM	S Repository Tours and Open Houses, On-Your-Own Explorations	TBA
10:00AM – 1:00PM	C SAA Committee on Education and DAS Faculty Training [ROOM CHANGE - Marlborough A]	Marlborough A

10:30AM – 12:00PM	C SAA Leadership Orientation and Forum [ROOM CHANGE - Jefferson] <i>Speakers: Jackie Dooley, Bill Landis, Jill Severn, Nancy Beaumont, Alison Stankrauff, Michelle Light, Tanya Zanish-Belcher, Geof Huth, Liz Scott, Mike Miller</i>	Jefferson
12:00PM – 5:00PM	C Council of State Archivists Work Session and Lunch (CoSA Members Only)	Magnolia
12:30PM – 1:30PM	C SAA Career Development Subcommittee (of Membership Committee)	Durham
1:00PM – 2:00PM	C 2013 Program Committee Meeting (CoSA/SAA)	Jasperwood
1:00PM – 2:30PM	C SAA / Regional Archives Organizations Meeting	Windsor
1:00PM – 5:00PM	C SAA American Archivist Editorial Board Meeting	Prince of Wales
1:00PM – 5:00PM	C SAA Business Archives Section Colloquium	Rosedown
1:30PM – 2:30PM	C SAA Key Contacts Subcommittee (of Membership Committee)	Durham
2:00PM – 3:00PM	C 2014 Program Committee Meeting (CoSA/NAGARA/SAA)	Jasperwood
2:00PM – 3:30PM	C SAA Awards Committee Meeting	Elmwood
3:00PM – 5:00PM	C SAA Archival History Roundtable	Grand Salon 9/12
3:00PM – 5:00PM	C SAA Archivists and Archives of Color Roundtable	Fountain Room
3:00PM – 5:00PM	C SAA Archivists' Toolkit™ / Archon™ Roundtable	Grand Salon 21/24
3:00PM – 5:00PM	C SAA International Archival Affairs Roundtable	Grand Salon 7/10
3:00PM – 5:00PM	C SAA Issues and Advocacy Roundtable	Melrose
3:00PM – 5:00PM	C SAA Labor Archives Roundtable	Grand Salon 3
3:00PM – 5:00PM	C SAA Military Archives Roundtable	Grand Salon 6
3:00PM – 5:00PM	C SAA Recorded Sound Roundtable	Grand Salon 13/16
3:00PM – 5:00PM	C SAA Research Libraries Roundtable	Grand Salon 19/22
3:00PM – 5:00PM	C SAA Web Archiving Roundtable	Grand Salon 15/18

3:30PM –	Actively Preserving Electronic Records: A Case Study and Points for Consideration (I)	
5:00PM	<i>Sponsors: Tessella</i>	Windsor
5:15PM –	C SAA Architectural Records Roundtable	Grand Salon 9/12
7:15PM		
5:15PM –	C SAA Archival Educators Roundtable	Fountain Room
7:15PM		
5:15PM –	C SAA Archives Management Roundtable	Grand Salon 13/16
7:15PM		
5:15PM –	C SAA Human Rights Archives Roundtable	Grand Salon 15/18
7:15PM		
5:15PM –	C SAA Latin American and Caribbean Cultural Heritage Archives Roundtable	Grand Salon 3
7:15PM		
5:15PM –	C SAA Local Government Records Roundtable	Grand Salon 19/22
7:15PM		
5:15PM –	C SAA Privacy and Confidentiality Roundtable	Grand Salon 7/10
7:15PM		
5:15PM –	C SAA Security Roundtable	Melrose
7:15PM		
5:15PM –	C SAA Students and New Archives Professionals Roundtable	Grand Salon 21/24
7:15PM		
5:15PM –	C SAA Lesbian and Gay Archives Roundtable	Grand Salon 6
7:17PM		
7:15PM –	SAA New Member / First-Timer Orientation	Jefferson Ballroom
8:45PM		

AUGUST 15 • THURSDAY

TBA	I General Information	Hilton New Orleans Riverside
TBA	I In Case of Emergency	Hilton New Orleans Riverside
7:00AM –	I Bookstore Open	Grand Ballroom A
6:00PM		
7:00AM –	I Networking Café and Career Center Open	Grand Ballroom A
6:00PM		
7:00AM –	I Registration Open	First Floor Registration Counter
6:00PM		
8:00AM –	E Plenary Session I	Grand Ballroom C
9:30AM		
8:00AM –	I Need a Place to Meet?	Fountain Room
11:00AM		
9:30AM –	L SAA Mentoring Program Meet-and-Greet	Grand Ballroom A
10:00AM		
9:30AM –	O Academy of Certified Archivists Item-Writing Workshop	Chequers
12:30PM		

10:00AM – 11:30AM	E SESSION 101 - Digital Preservation and Records Management in the Cloud: Challenges and Opportunities <i>Speakers: Mary Beth Herkert, Rachel Trent, Bonnie Weddle, Glen McAninch</i>	Grand Ballroom C
10:00AM – 11:30AM	E SESSION 102 - Hurricane Katrina: Disaster Recovery and Documentation in Archival Collections <i>Speakers: Leigh McWhite, Brad Davis, Sheila Brennan, Brenda Gunn, Lee Miller</i>	Grand Ballroom D
10:00AM – 11:30AM	E SESSION 103 - Archives Without Walls: The Value of Networks, Consortia, and Aggregations <i>Speakers: Jane Stevenson, Emily Gore, Adrian Turner, Jodi Allison-Bunnell, Kerstin Arnold, John Martinez, Sarah Keen, Joel Wurl, Bruce Washburn, John Rees, Lisa Calahan, Caitlin Nelson</i>	Grand Ballroom B
10:00AM – 11:30AM	E SESSION 104 - Disruptive Components: Reimagining Archival Access Systems [*60-MINUTE SESSION followed by Poster Pitch] <i>Speakers: Dan Santamaria, Barbara Aikens, Don Thornbury, Regine Heberlein, Maureen Callahan</i>	Grand Salon 7/10
10:00AM – 11:30AM	E SESSION 105 - There Is No Going Back, Only Forward: Value-Added Processing in the Age of MPLP <i>Speakers: Emily Gustainis, Linda Sellars, Jackie Dean, Matthew Turi, Andra Darlington</i>	Grand Salon 9/12
10:00AM – 11:30AM	E SESSION 106 - Successful Succession Planning: Lessons Learned When Long-term Staff Members Leave <i>Speakers: Nancy Bartlett, Jelain Chubb, Anne Ackerson</i>	Grand Salon 13/16
10:00AM – 11:30AM	E SESSION 107 - Replevin: A Workshop <i>Speakers: Marty Olliff, Laura Saegert, Mike Dabrishus, Beverly Hill</i>	Grand Salon 15/18
10:00AM – 11:30AM	E SESSION 108 - Labor Rights Are Civil Rights: Discovering the Intersections of Labor History and Civil Rights in Labor Collections <i>Speakers: Katie Dowgiewicz, Traci JoLeigh Drummond, Catherine Powell, Robin Walker, Xaviera Flores, Conor Casey, Megan Fraser</i>	Grand Salon 19/22
10:00AM – 11:30AM	E SESSION 109 - Pushing the Envelope: Using Object Collections Management Systems to Catalogue Archives <i>Speakers: Carol Bartels, Barbara Mathe, Sarah Demb, Mary Hope, Brian Wilson</i>	Grand Salon 21/24
10:00AM – 11:30AM	E SESSION 110 - Graduate Student Paper Presentations <i>Speakers: Jessica Schaengold, Timothy Arnold, Rachel Mattson, Christine George</i>	Grand Salon 3/6
11:00AM – 11:30AM	E Professional Poster Pitch!	Grand Salon 7/10
11:45AM – 1:15PM	O Academy of Certified Archivists Luncheon and Business Meeting	Belle Chasse
12:00PM – 1:30PM	L EAD Consortia/Digital Content and Digital Preservation Consortia (Brown Bag Lunch)	Durham
12:00PM – 1:30PM	L Forum: Actively Preserving Electronic Records: A Case Study and Points for Consideration (II) <i>Sponsors: Tessella</i>	Grand Salon 9/12
12:00PM – 1:30PM	L Forum: All Things ICA <i>Speakers: Trudy Peterson, Gregor Trinkaus-Randall, David Leitch</i>	Grand Ballroom D

12:00PM – 1:30PM	L Forum: Memory and Power: How Diversifying the Archives Can Help Us Welcome the Future <i>Speakers: Abdul Alkalimat(McWorter)</i>	Grand Ballroom C
12:00PM – 1:30PM	L Forum: SAA Annual Meeting Task Force	Grand Salon 7/10
12:00PM – 1:30PM	L Forum: SAA's Strategic Plan 2013 - 2018	Grand Salon 21/24
12:00PM – 1:30PM	L LibGuides (Brown Bag Lunch)	Norwich
12:00PM – 1:30PM	L Progressive Archivists Caucus (Brown Bag Lunch)	Salon 3/6
12:00PM – 1:30PM	L SAA Oral History Section (Brown Bag Lunch)	Marlborough B
12:00PM – 1:30PM	L State Historical Records Advisory Boards (SHRAB) (Brown Bag Lunch)	Trafalgar
1:30PM – 3:00PM	E SESSION 201 - Protecting Our Heritage: Holdings Protection for Your Institution <i>Speakers: Michael Knight, Melissa Salazar, Shelby Sanett, Bonnie Magness-Gardiner, Richard Dine, Eben Dennis</i>	Grand Ballroom C
1:30PM – 3:00PM	E SESSION 202 - Archival Ethics: What Would You Do? How Would You Do It? <i>Speakers: Sue Hodson, Julie Graham, Elena Danielson, Menzi Behrmd-Klodt</i>	Grand Ballroom D
1:30PM – 3:00PM	E SESSION 203 - Lights, Camera, Archives! Working with the Media and Moviemakers <i>Speakers: Pam Whitenack, Julieanna Richardson, Susan Pevar, Laurie Austin, Mark Young, Nicholas Meriwether, Nicole Joniec, Eric Chin, Dan Linke, Timothy Wisniewski, Megan Good, Travis Williams, Miriam Meislik, Katy Rawdon</i>	Grand Ballroom B
1:30PM – 3:00PM	E SESSION 204 - By Default or Design: Public Records in Manuscript Repositories and Special Collections <i>Speakers: Lee Arnold, Nancy Lenoil, Peter Blodgett, Geoff Wexler</i>	Grand Salon 7/10
1:30PM – 3:00PM	E SESSION 205 - Exploring the User Experience with Digital Primary Sources <i>Speakers: Sherri Berger, Rachael Hu, Jody DeRidder, Roger Schonfeld, Donghee Sinn</i>	Grand Salon 9/12
1:30PM – 3:00PM	E SESSION 206 - The Process of Processing: Management Strategies and Solutions <i>Speakers: Pam Hackbart-Dean, Christine de Catanzaro, Jill Sweetapple, Elizabeth Slomba, betsy pittman, Sarah Cunningham</i>	Grand Salon 13/16
1:30PM – 3:00PM	E SESSION 207 - Getting Started with Political Advocacy: The Five "W"s and Activist Archivists <i>Speakers: Fred Stielow, Courtney Chartier, Frank Boles, Rachel Chatalbash, Sarah Quigley</i>	Grand Salon 15/18
1:30PM – 3:00PM	E SESSION 208 - Native Americans and Route 66: Hidden Stories of the Mother Road <i>Speakers: Marva Felchlin, Kaisa Barthuli, Ann Massmann</i>	Grand Salon 19/22
1:30PM – 3:00PM	E SESSION 209 - Brave New World: The Intersection of Institutional Repositories and University Archives <i>Speakers: David Scherer, Mary Manning, Erik Moore, Michele Christian, Harrison W. Inefuku, Sammie Morris, Michele Reilly</i>	Grand Salon 21/24
1:30PM – 3:00PM	E SESSION 210 - Reaching Out: Building and Managing Satellite Facilities <i>Speakers: Tamar Chute, Paul Daniels, Steve Hausfeld, Michael Everman, Scott Grimwood</i>	Grand Salon 3/6

1:30PM – 3:00PM	E SESSION 211 - Road Maps to Success: Strategic Planning in Archives <i>Speakers: Mark Greene, Jonathan Thorn, Jordon Steele, Judy Ruttenberg</i>	Oak Alley
2:00PM – 7:00PM	I Need a Place to Meet?	Fountain Room
3:00PM – 3:30PM	E P01 PROFESSIONAL POSTER - The Albert B. Sabin Digitization Project: Balancing Privacy and Restrictions with Access <i>Speakers: Steph Bricking</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P02 PROFESSIONAL POSTER - A Case for Access: Re-Discovering the LSU Law Center Archives <i>Speakers: Susan Gualtier</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P03 PROFESSIONAL POSTER - Sixteen Tons: Appraising the Records of the Colorado Fuel & Iron Company <i>Speakers: Jay Trask, Bev Allen</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P04 PROFESSIONAL POSTER - Digital Curation of Analog Material from Northwestern University Archives <i>Speakers: Nicole Finzer, Benn Joseph</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P05 PROFESSIONAL POSTER - Ten Solutions to the Challenges of Processing Large Collections <i>Speakers: Megan Keller, Kit Fluker, Jae Lurie</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P06 PROFESSIONAL POSTER - Clarence Herbert New: A Man of Extremes <i>Speakers: Craig Fansler, Rebecca Petersen</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P07 PROFESSIONAL POSTER - New Sweden Colonial Farmstead Museum: Archiving Challenges in the Great Recession <i>Speakers: Lloyd Frisone</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P08 PROFESSIONAL POSTER - The Overhaul Project at Seton Hall University Archives: Gaining Control Over an Unruly Archive <i>Speakers: Tracy Jackson</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P09 PROFESSIONAL POSTER - Starting an Archives Program at a University Campus Planning Department <i>Speakers: Mary Weppeler-Selear</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P10 PROFESSIONAL POSTER - Evolution of a Digitization Project <i>Speakers: Amanda Nelson</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P11 PROFESSIONAL POSTER - Strategies for Successful Communication between Non-Archival Library Management and Archives <i>Speakers: Adam Carey</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P12 PROFESSIONAL POSTER - After Processing: Initiatives, Outreach and Collaboration to Increase Access to the ILGWU Collection <i>Speakers: Katie Dowgiewicz</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P13 PROFESSIONAL POSTER - Hard Hats, Visqueen, and Stiff Drinks: Managing Archives Construction Projects <i>Speakers: Jennifer Brannock</i>	Grand Salon Foyer

3:00PM – 3:30PM	E P14 PROFESSIONAL POSTER - Lowcountry Hoodoo: Exploring African American Folk Magic Traditions in Archives <i>Speakers: Ardra Whitney</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P15 PROFESSIONAL POSTER - Developmentally Delayed: A Comparison of Digital Collections at Peer Institutions <i>Speakers: Kathryn Wright</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P16 PROFESSIONAL POSTER - Bringing the University Archives to the Classroom (and the Web) <i>Speakers: Amanda Norman</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P17 PROFESSIONAL POSTER - A Historian's Perspective: Digitizing Chinese Imperial Documents into a Dataset <i>Speakers: Eugenia Kim, Loretta Kim</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P18 PROFESSIONAL POSTER - Multi-dimensional Evaluation Model for Academic Institutional Repositories: A Survey of Experts' Opinions <i>Speakers: Suyu Lin, Soohyung Joo</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P19 PROFESSIONAL POSTER - When is Enough Enough? Utilizing User Research to Develop an Iterative Processing Model <i>Speakers: Jodi Berkowitz</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P20 PROFESSIONAL POSTER - Mapping a Digital Archive: The John F. Kennedy Presidential Library <i>Speakers: Lindsay Closterman</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P21 PROFESSIONAL POSTER - Hidden Collections and Digital Projects: A Holistic Approach to Processing Neglected Collections <i>Speakers: Keith Gorman</i>	Grand Salon Foyer
3:00PM – 3:30PM	E P22 PROFESSIONAL POSTER - Avalon Media System <i>Speakers: Stefan Elnabli</i>	Grand Salon Foyer
3:00PM – 3:30PM	L Toast to Authors	Grand Ballroom A
3:30PM – 5:00PM	C SAA Acquisitions and Appraisal Section	Grand Ballroom B
3:30PM – 5:00PM	C SAA Description Section	Grand Ballroom C
3:30PM – 5:00PM	C SAA Electronic Records Section	Grand Salon 9/12
3:30PM – 5:00PM	C SAA Government Records Section	Grand Salon 7/10
3:30PM – 5:00PM	C SAA Oral History Section	Grand Salon 13/16
3:30PM – 5:00PM	C SAA Reference, Access and Outreach Section [ROOM CHANGE - Versailles]	Versailles
3:30PM – 5:00PM	C SAA Student Chapter Leaders	Durham

3:30PM – 5:00PM	C SAA Visual Materials Section	Grand Salon 19/22
3:30PM – 5:30PM	O Archivists for Congregations of Women Religious	Grand Salon 21/24
5:30PM – 7:30PM	E Graduate Student Poster Presentations <i>Speakers: Alexandra Dolan-Mescal, Sean Fitzell, Arcadia Falcone, Bailey Hoffner(Schreier), Bev Boyko, Carolyn Li-Madeo, Cheylon Woods, Christopher Arena, Cole Smith, Danilo M. Baylen, Elliot Williams, Emil Hoelter, Emily Reynolds, Giovana Faviano, Irene Gates, Janice Liao, Jency Williams, Jessica Hornbuckle, Jessie Hopper, Joan Ilacqua, Josh Hager, Kasie Beth Eckman, Kristen Hughes, Kristi Krueger, Lea Lange, Liza Booker, Marcos Cavalheiro, Meaghan Li, Michael Dobbs, Morgan Jones, Nicole Greenhouse, Rachel Schimke, Rebecca Frank, Sara Howard, Sarah Galligan, Shelby Strommer, Stephanie Martin, Steve Ammidown, Thomas Padilla, Toya Devezin, Weimei Pan, Roxy Dunn, Ellen LeClere, Megan Dirickson, Sara DeWaay, Dorothy Berry, Jennefer Beyl, Jessica Short, Laurel Gildersleeve</i>	Hilton Exhibition Center
5:30PM – 7:30PM	L Exhibit Hall Grand Opening / Happy Hour	Hilton Exhibition Center
7:30PM – 9:30PM	L Mixers and Alumni Parties	TBA
8:30PM – 9:45PM	L Archives in the Movies	Grand Ballroom C
AUGUST 16 • FRIDAY		
TBA	I General Information	Hilton New Orleans Riverside
TBA	I In Case of Emergency	Hilton New Orleans Riverside
7:00AM – 7:45AM	L Exhibit Hall Coffee Break [NEW!]	Hilton Exhibition Center
7:00AM – 8:00AM	L Write Away! Breakfast	Elmwood
7:00AM – 6:00PM	I Bookstore Open	Grand Ballroom A
7:00AM – 6:00PM	I Networking Café and Career Center Open	Grand Ballroom A
7:00AM – 6:00PM	I Registration Open	First Floor Registration Counter
8:00AM – 9:00AM	E Plenary Session II: The 77th SAA Presidential Address	Grand Ballroom CD
8:00AM – 7:00PM	I Need a Place to Meet?	Fountain Room
9:00AM – 4:30PM	L Exhibit Hall Open	Hilton Exhibition Center
9:30AM – 10:30AM	E SESSION 301 - Building Better Bridges: Archivists Cross the Digital Divide <i>Speakers: Rachel Lyons, Jamie Seemiller, Dolores Hooper, Erin Engle, Rebecca Goldman, Rachel Donahue, Audra Eagle Yun, Eira Tansey, Meg Phillips</i>	Grand Ballroom C

9:30AM – 10:30AM	E SESSION 302 - Archiving Hip Hop Culture: Collaborating Across Institutions and with Communities <i>Speakers: Deborra Richardson, Katherine Reagan, Ben Ortiz, Martha Diaz</i>	Grand Ballroom D
9:30AM – 10:30AM	E SESSION 303 - Occupy Archives <i>Speakers: Kate Bowers, Margery Sly, Amy Roberts, Skip Kendall, Alexandra Dolan-Mescal, Samara Smith, Alison Stankrauff, Dennis Riley, Lori Donovan</i>	Grand Ballroom B
9:30AM – 10:30AM	E SESSION 304 - Training in Place: Upgrading Staff Capabilities to Manage and Preserve Electronic Records <i>Speakers: David Carmicheal, Lori Lindberg, Richard Pearce-Moses, Sarah Grimm</i>	Grand Salon 7/10
9:30AM – 10:30AM	E SESSION 305 - Part of the Process: The When, Why, and How of Routine Digitization <i>Speakers: Kelly Francis, Mary Murphy, Laura Peimer, Molly Hazelton</i>	Grand Salon 9/12
9:30AM – 10:30AM	E SESSION 306 - Soar or Crash? Managing and Preserving Electronic Government Records in the 21st Century <i>Speakers: Sarah Koonts, Paul Wester, Kelly Eubank, Arian Ravanbakhsh</i>	Grand Salon 13/16
9:30AM – 10:30AM	E SESSION 307 - Mapping the Course for a National Archival Authorities Cooperative <i>Speakers: John Martinez, Daniel Pitti, Pamela Wright, Terry Catapano</i>	Grand Salon 15/18
9:30AM – 10:30AM	E SESSION 308 - More Bang for the Buck: Sharing Personnel and Resources Across Institutions <i>Speakers: Katrina Windon, Jodi Allison-Bunnell, Eva Guggemos, Jane Carlin, Erin Passehl-Stoddart</i>	Grand Salon 19/22
9:30AM – 10:30AM	E SESSION 309 - Streamlining Processing of Audiovisual Collections for Preservation and Access <i>Speakers: Slobhan Hagan, Andrea Leigh, Harrison Behl, Josh Ranger</i>	Grand Salon 21/24
9:30AM – 10:30AM	E SESSION 310 - Disability: Uncovering Our Hidden History <i>Speakers: Sara White, Barbara Floyd, Lora Davis</i>	Grand Salon 3/6
10:45AM – 11:45AM	E SESSION 401 - The Access Conundrum Around Modern Public Records <i>Speakers: Chris Ward, Eric Emerson, David Haury</i>	Grand Ballroom C
10:45AM – 11:45AM	E SESSION 402 - Accessions Confessions: Exposing Accessions in the Era of Minimal Processing <i>Speakers: Mitch Toda, Barbara Aikens, Gloria Gonzalez, Mike Rush, Amber Thiele, Mary Caldera, Dawne Lucas, Audra Eagle Yun, Ruth Bryan, Suzie Havranek</i>	Grand Ballroom D
10:45AM – 11:45AM	E SESSION 403 - State Archives Reboot: The State Electronic Records Initiative (SERI) <i>Speakers: Jim Corridan, Julia Young, Matt Veatch, Tanya Marshall</i>	Grand Ballroom B
10:45AM – 11:45AM	E SESSION 404 - Incentivizing Volunteer Workforces for Crowd-sourced Projects <i>Speakers: John Martinez, Colleen Theisen, Emily Schultz, Mark Hedges, Liana Diesendruck, Richard Marciano</i>	Grand Salon 7/10
10:45AM – 11:45AM	E SESSION 405 - Shout It from the Mountaintop: Changing Perceptions About Archival Advocacy <i>Speakers: Laura Starratt, Erin Lawrimore, Jasmine Jones</i>	Grand Salon 9/12
10:45AM – 11:45AM	E SESSION 406 - Journeys of Reconciliation: Institutions Studying Their Relationships to Slavery <i>Speakers: Donnelly Walton, Jennifer Betts, Amy Schindler</i>	Grand Salon 13/16

10:45AM – 11:45AM	E SESSION 407 - What's Left of the Left End of the Dial? <i>Speakers: Brendan Allen, Sue Tyson, Laura Schnitker, David Freedman, Jolene Beiser</i>	Grand Salon 15/18
10:45AM – 11:45AM	E SESSION 408 - The Web of Sites: Creating Effective Web Archiving Appraisal and Collection Development Policies <i>Speakers: Nancy Deromedi, Jennifer Wright, Tessa Fallon, Olga Virakhovskaya, Rachel Taketa</i>	Grand Salon 19/22
10:45AM – 11:45AM	E SESSION 409 - Collaboration in Digitization Workflows: How Archivists and Camera Technicians Can Work Together <i>Speakers: Laura Capell, Sarah Dorpinghaus, Eric C. Stoykovich, Heather Gilbert</i>	Grand Salon 21/24
10:45AM – 11:45AM	E SESSION 410 - Rare Books in the Archives <i>Speakers: Heather Oswald, David Richards, Christine Parker, Micah Erwin, Lois Hamill, C.A.</i>	Grand Salon 3/6
11:45AM – 12:45PM	E Graduate Student Poster Presentations <i>Speakers: Alexandra Dolan-Mescal, Sean Fitzell, Alison Wirth, Arcadia Falcone, Bailey Hoffner (Schreier), Bev Boyko, Carolyn Li-Madeo, Cheylon Woods, Christopher Arena, Cole Smith, Danilo M. Baylen, Elliot Williams, Emil Hoelter, Emily Reynolds, Giovana Faviano, Irene Gates, Janice Liao, Jency Williams, Jessica Hornbuckle, Jessie Hopper, Joan Ilacqua, Josh Hager, Kasie Beth Eckman, Kristen Hughes, Kristi Krueger, Lea Lange, Liza Booker, Marcos Cavalheiro, Meaghan Li, Michael Dobbs, Morgan Jones, Nicole Greenhouse, Rachel Schimke, Rebecca Frank, Sara Howard, Sarah Galligan, Shelby Strommer, Stephanie Martin, Steve Ammidown, Thomas Padilla, Toya Devezin, Weimei Pan, Roxy Dunn, Ellen LeClere, Megan Dirickson, Sara DeWaay, Dorothy Berry, Jennefer Beyl, Jessica Short, Laurel Gildersleeve</i>	Hilton Exhibition Center
11:45AM – 1:00PM	L Exhibit Hall Brunch	Hilton Exhibition Center
12:30PM – 2:30PM	C Council of State Archivists Business Meeting	Oak Alley
12:30PM – 2:30PM	C SAA Archivists of Religious Collections Section	Grand Ballroom B
12:30PM – 2:30PM	C SAA Business Archives Section	Grand Ballroom C
12:30PM – 2:30PM	C SAA College and University Archives Section	Grand Ballroom D
12:30PM – 2:30PM	C SAA Manuscript Repositories Section	Grand Salon 9/12
12:30PM – 2:30PM	C SAA Museum Archives Section	Grand Salon 3/6
12:30PM – 2:30PM	C SAA Preservation Section	Grand Salon 7/10
1:00PM – 2:30PM	Workshop: Tools and Techniques to Help Make the Case for Active Preservation of Electronic Records <i>Sponsors: Tessella</i>	Grand Salon 15/18
2:45PM – 3:45PM	E SESSION 501 [CANCELLED] - Archives and Digital Media Collaborations: StoryCorps as a Case Study	Grand Ballroom C

2:45PM – 3:45PM	E SESSION 502 - The State of State Archives 2013 <i>Speakers: Vicki Walch, David Joens, Barbara Teague</i>	Grand Ballroom D
2:45PM – 3:45PM	E SESSION 503 - Digital Data Preservation for Small and Mid-Size Institutions <i>Speakers: Lynne Thomas, Cal Lee, Meg Miner</i>	Grand Ballroom B
2:45PM – 3:45PM	E SESSION 504 - Records Management Training Gumbo for the Digital Age <i>Speakers: Salvador Barragan, Carol Choksy, Melissa Salrin, Jane Zhang, Dan Noonan, Donna Baker, Cheryl Stadel-Bevans, Lori Richards</i>	Grand Salon 7/10
2:45PM – 3:45PM	E SESSION 505 - Digital Preservation in State and Territorial Archives: Current State and Prospects for Improvement <i>Speakers: Christine Garrett, Charles Dollar, Lori Ashley, Mike Strom, W. Walker Sampson</i>	Grand Salon 9/12
2:45PM – 3:45PM	E SESSION 506 - Enhancing Diversity Through Discussion: Adapting the ARL Leadership Symposium Experience <i>Speakers: Eugenia Kim, Mark Puente, Aaisha Haykal</i>	Grand Salon 13/16
2:45PM – 3:45PM	E SESSION 507 - Advancing the Ask: Proactive Acquisitions for the Modern Age <i>Speakers: Chela Weber, Jaimie Quaglino, Mark Cave, Kate Donovan</i>	Grand Salon 15/18
2:45PM – 3:45PM	E SESSION 508 - Virtual Libraries and Digital Preservation in Alabama: The Role of Archives and Special Collections <i>Speakers: Tracey Berezansky, Susanna Leberman, Aaron Trehub, Dana Chandler, Midge Coates</i>	Grand Salon 19/22
2:45PM – 3:45PM	E SESSION 509 - Multi-group Conversation: Updating Our Community Outreach Activities <i>Speakers: Jim Cartwright, Alex Krensky, Steven Booth, Deborah Richards, Conor Casey</i>	Grand Salon 21/24
2:45PM – 3:45PM	E SESSION 510 - It's a Con(text) Job: Contrasting EAC-CPF Projects <i>Speakers: Melanie Wisner, Anne Sauer, Ellen Doon, Jerry Simmons</i>	Grand Salon 3/6
3:45PM – 4:30PM	L Exhibit Hall Afternoon Break	Hilton Exhibition Center
4:00PM – 4:30PM	E P01 PROFESSIONAL POSTER - The Albert B. Sabin Digitization Project: Balancing Privacy and Restrictions with Access <i>Speakers: Steph Bricking</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P02 PROFESSIONAL POSTER - A Case for Access: Re-Discovering the LSU Law Center Archives <i>Speakers: Susan Gualtier</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P03 PROFESSIONAL POSTER - Sixteen Tons: Appraising the Records of the Colorado Fuel & Iron Company <i>Speakers: Jay Trask, Bev Allen</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P04 PROFESSIONAL POSTER - Digital Curation of Analog Material from Northwestern University Archives <i>Speakers: Nicole Finzer, Benn Joseph</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P05 PROFESSIONAL POSTER - Ten Solutions to the Challenges of Processing Large Collections <i>Speakers: Megan Keller, Kit Fluker, Jae Lurie</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P06 PROFESSIONAL POSTER - Clarence Herbert New: A Man of Extremes <i>Speakers: Craig Fansler, Rebecca Petersen</i>	Grand Salon Foyer

4:00PM – 4:30PM	E P07 PROFESSIONAL POSTER - New Sweden Colonial Farmstead Museum: Archiving Challenges in the Great Recession <i>Speakers: Lloyd Frisone</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P08 PROFESSIONAL POSTER - The Overhaul Project at Seton Hall University Archives: Gaining Control Over an Unruly Archive <i>Speakers: Tracy Jackson</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P09 PROFESSIONAL POSTER - Starting an Archives Program at a University Campus Planning Department <i>Speakers: Mary Weppler-Selear</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P10 PROFESSIONAL POSTER - Evolution of a Digitization Project <i>Speakers: Amanda Nelson</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P11 PROFESSIONAL POSTER - Strategies for Successful Communication between Non-Archival Library Management and Archives <i>Speakers: Adam Carey</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P12 PROFESSIONAL POSTER - After Processing: Initiatives, Outreach and Collaboration to Increase Access to the ILGWU Collection <i>Speakers: Katie Dowgiewicz</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P13 PROFESSIONAL POSTER - Hard Hats, Visqueen, and Stiff Drinks: Managing Archives Construction Projects <i>Speakers: Jennifer Brannock</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P14 PROFESSIONAL POSTER - Lowcountry Hoodoo: Exploring African American Folk Magic Traditions in Archives <i>Speakers: Ardra Whitney</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P15 PROFESSIONAL POSTER - Developmentally Delayed: A Comparison of Digital Collections at Peer Institutions <i>Speakers: Kathryn Wright</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P16 PROFESSIONAL POSTER - Bringing the University Archives to the Classroom (and the Web) <i>Speakers: Amanda Norman</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P17 PROFESSIONAL POSTER - A Historian's Perspective: Digitizing Chinese Imperial Documents into a Dataset <i>Speakers: Eugenia Kim, Loretta Kim</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P18 PROFESSIONAL POSTER - Multi-dimensional Evaluation Model for Academic Institutional Repositories: A Survey of Experts' Opinions <i>Speakers: Suyu Lin, Soohyung Joo</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P19 PROFESSIONAL POSTER - When is Enough Enough? Utilizing User Research to Develop an Iterative Processing Model <i>Speakers: Jodi Berkowitz</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P20 PROFESSIONAL POSTER - Mapping a Digital Archive: The John F. Kennedy Presidential Library <i>Speakers: Lindsay Closterman</i>	Grand Salon Foyer
4:00PM – 4:30PM	E P21 PROFESSIONAL POSTER - Hidden Collections and Digital Projects: A Holistic Approach to Processing Neglected Collections <i>Speakers: Keith Gorman</i>	Grand Salon Foyer

4:00PM –	E P22 PROFESSIONAL POSTER - Avalon Media System	Grand Salon Foyer
4:30PM	<i>Speakers: Stefan Elnabli</i>	
4:00PM –	C SAA Encoded Archival Description Roundtable	Grand Ballroom B
5:30PM		
4:00PM –	C SAA Lone Arrangers Roundtable	Grand Ballroom D
5:30PM		
4:00PM –	C SAA Metadata and Digital Object Roundtable	Grand Ballroom C
5:30PM		
4:00PM –	C SAA Native American Archives Roundtable	Grand Salon 7/10
5:30PM		
4:00PM –	C SAA Performing Arts Roundtable	Grand Salon 9/12
5:30PM		
4:00PM –	C SAA Public Library Archives / Special Collections Roundtable	Grand Salon 3/6
5:30PM		
4:00PM –	C SAA Records Management Roundtable	Grand Salon 13/16
5:30PM		
4:00PM –	C SAA Science, Technology and Health Care / Women Archivists Roundtables	
5:30PM		Grand Salon 15/18
4:00PM –	C SAA Visual Materials Cataloging and Access Roundtable	Grand Salon 21/24
5:30PM		
4:00PM –	C SAA Women Archivists / Science, Technology, and Health Care Roundtables	
5:30PM		Grand Salon 15/18
4:00PM –	C SAA Women's Collections Roundtable	Grand Salon 19/22
5:30PM		
5:45PM –	L Simply the Best! Award and Scholarship Presentations	Grand Ballroom CD
6:45PM		
7:00PM –	L All-Attendee Reception	National World War II Museum
9:00PM		
AUGUST 17 • SATURDAY		
TBA	I Conference Evaluation Form	Hilton New Orleans Riverside
TBA	I General Information	Hilton New Orleans Riverside
TBA	I In Case of Emergency	Hilton New Orleans Riverside
7:00AM –	I Networking Café and Career Center Open	Grand Ballroom A
10:00AM		
7:00AM –	I Registration Open	First Floor Registration Counter
10:00AM		
8:00AM –	I Bookstore Open	Grand Ballroom A
9:00AM		
8:00AM –	E SESSION 601 - ArchivesSpace: A Next-Generation Archives Management System	
9:30AM	<i>Speakers: Mark Matienzo, Katherine Kott, James Bullen, Robin Dale, Kyle Rimkus, Bradley Westbrook</i>	Grand Ballroom C

8:00AM – 9:30AM	E SESSION 602 - Intellectual Property Legislation and Litigation Update <i>Speakers: Peter Hirtle, Bill Maher, Elizabeth Townsend-Gard, Aprille McKay</i>	Grand Ballroom D
8:00AM – 9:30AM	E SESSION 603 - To Protect and Connect: Strategic Stewardship of Cultural Heritage Materials in the Archives <i>Speakers: Marisol Ramos, Elizabeth Joffrion, Jennifer O'Neal, Jean Green, Lisa Nguyen</i>	Grand Ballroom B
8:00AM – 9:30AM	E SESSION 604 - Defining Levels of Preservation and Management for Electronic Records <i>Speakers: Ricky Erway, Ann Jenks, Jefferson Bailey, Meg Phillips</i>	Grand Salon 7/10
8:00AM – 9:30AM	E SESSION 605 - All for One and One for All: State Archives and Effective Archival Advocacy <i>Speakers: Jessica Lacher-Feldman, Kaye Minchew, Melanie Sturgeon, Kathleen Roe, Steve Murray</i>	Grand Salon 9/12
8:00AM – 9:30AM	E SESSION 607 - Archival Education from the Student Perspective <i>Speakers: Jackie Dooley, Paul Conway, Rebecca Weintraub, Adam Speirs, Sami Norling, Michael Paulmeno</i>	Grand Salon 15/18
8:00AM – 9:30AM	E SESSION 608 - Lets Give 'Em Something to Talk About: Oral History in the Digital Age <i>Speakers: Kristi Young, Bert Lyons, Molly Alexander, Debbie Whalen, Jennifer Snyder, Natalie Baur, Amanda Focke, Cyndi Shein, Natalie Milbrodt, Genya O'Gara, Maija Anderson, Rachel Telford, Bethany Fiechter, Charlie Mutschler</i>	Grand Salon 19/22
8:00AM – 9:30AM	E SESSION 609 - Thinking Beyond the Box: How Military Archivists are Meeting 21st Century Challenges <i>Speakers: Paul Oelkrug, Jim Ginther, Joel Westphal, Tony Crawford</i>	Grand Salon 21/24
8:00AM – 9:30AM	E SESSION 610 - Digitization Crossroads: An Interdisciplinary, Cross-Profession Discussion <i>Speakers: Gina Costello, Jessica Linker, Vicki Mayer, Alea Henle, Andrew Stauffer</i>	Grand Salon 3/6
8:00AM – 7:00PM	I Need a Place to Meet?	Fountain Room
9:45AM – 11:15AM	E SESSION 701 - It's All About the Items: Digital Objects and Aggregations in Archival Description and Access <i>Speakers: Kelcy Shepherd, Bill Landis, Kat Timms, Greg Bak</i>	Grand Ballroom C
9:45AM – 11:15AM	E SESSION 702 - Opportunities for Archives and Archivists in the Changing Landscape of K-12 Public Education <i>Speakers: Danna Bell-Russel, Leslie Waggener, Tyson Emborg, Alfred Quirouet, Earnestine Sweeting</i>	Grand Ballroom D
9:45AM – 11:15AM	E SESSION 703 - Displaced Archives: Current Controversies and a New Initiative <i>Speakers: Jeremy Brett, Trudy Peterson, Douglas Cox, Bruce Montgomery, Mario Ramirez</i>	Grand Ballroom B
9:45AM – 11:15AM	E SESSION 704 - Working on Your Perfect Pitch: Elevator Speeches from the Field <i>Speakers: Mary Manning, Dan Horvath, Harrison W. Inefuku, Jill Severn, Deidra Dees, Carolyn Hank, Elise Dunham, Helen Wong Smith, Stacie Williams, Dorothy Waugh, Nora Murphy</i>	Grand Salon 7/10
9:45AM – 11:15AM	E SESSION 705 - Archival Science Job Announcements Project: An Overview and Analysis <i>Speakers: Heather Willever-Farr, Phil Bantin, Donald Force, Susan Davis</i>	Grand Salon 9/12

9:45AM – 11:15AM	E SESSION 706 - Community Archives and the Archivists Who Love Them: Teaming Up to Tell the Whole Story <i>Speakers: Hillel Arnold, Nicholas Meriwether, Doug Boyd, Terry Baxter</i>	Grand Salon 13/16
9:45AM – 11:15AM	E SESSION 707 - Ideal and Real: Striving for Archival Perfection in an Imperfect World <i>Speakers: Scott Cline, Rand Jimerson, John Fleckner, Donna McCrea</i>	Grand Salon 15/18
9:45AM – 11:15AM	E SESSION 708 - Privacy, Academic Freedom, and the Law: Collecting and Protecting Oral Histories <i>Speakers: Cliff Kuhn, Mary Clark, Mary Larson, Donald Ritchie</i>	Grand Salon 19/22
9:45AM – 11:15AM	E SESSION 709 - Collaboration and Community: Three Digital Humanities Projects <i>Speakers: Robin Chandler, Janet Carleton, Lori Birrell, Sheila McAlister</i>	Grand Salon 21/24
9:45AM – 11:15AM	E SESSION 710 - The Personal Is Political: Documenting Social Movements in the Papers of Elected Officials <i>Speakers: Elizabeth A. Novara, Danelle Moon, Brian Keough, Rebecca Johnson Melvin</i>	Grand Salon 3/6
11:30AM – 12:45PM	C SAA Annual Membership (Business) Meeting	Grand Ballroom D
1:00PM – 2:00PM	C SAA Council Meeting	Melrose
6:00PM – 9:00PM	O Archives Leadership Institute Dinner	Ralph & Kacoo's
AUGUST 18 • SUNDAY		
8:00AM – 12:00PM	O Archives Leadership Institute Workshop	Newcomb College Center, Anna E. Many Lounge

附錄三：本局參展海報



*As we ramble ACROSS Taiwan history...
You're invited to join!*

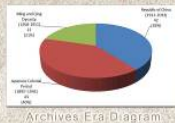
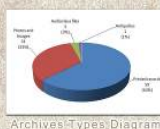
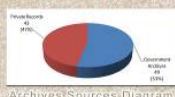
Introduction

ACROSS (Archives Cross boundaries, <http://across.archives.gov.tw>) was built by the National Archives Administration (NAA) of the Republic of China (Taiwan) in 2010, and is a database portal as a one-stop site where users can quickly search multiple databases to delve deeply into Taiwan's history. It is also the first inter-institutional platform that provides global access services among libraries, museums, and archives in Taiwan.



Homepage of ACROSS

Resources



ACROSS has integrated 75 databases developed by 23 libraries, museums and archives in Taiwan. It currently features an extensive collection of about 7,000,000 valuable photographic, audio, video, and printed records dating as far back as the 14th-century Ming Dynasty, and the following Qing Dynasty and early years of the Republic of China. The sources of ACROSS include government agencies, private institutions, and personal records.



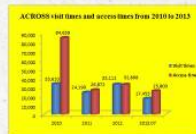
- 1 Folk debt certificate (1865)
From Archives Access Service (<https://aa.archives.gov.tw/>)
- 2 Landownership certificate (1891)
From Archives Access Service (<https://aa.archives.gov.tw/>)
- 3 Japanese surrender document (to R.O.C.) (1945)
From Archives Access Service (<https://aa.archives.gov.tw/>)
- 4 Unglazed earthenware (1935)
From Database of Taiwanese Old Photos (<http://photo.lib.ntu.edu.tw/pic/db/oldphoto.jsp>)
- 5 A tattooed Taiyal woman (1912)
From Database of Taiwanese Old Photos (<http://photo.lib.ntu.edu.tw/pic/db/oldphoto.jsp>)
- 6 Figure island of Taiwan (1918)
From National Repository of Culture Heritage (<http://nrch.cca.gov.tw/ccahome/index.jsp>)
- 7 Fuzhou aborigine ticket (1919)
From Database of Taiwanese Old Photos (<http://photo.lib.ntu.edu.tw/pic/db/oldphoto.jsp>)

System Features



ACROSS applies metasearch technology and provides Web 2.0 interactive and personalized functions. Users can recommend and grade the archives, and share the bookmarks easily. They can also choose their favorite font size, background color, create their own personal folders to store search results, and save the search history.

Usage Statistics



The general public may search ACROSS for information across different databases simultaneously, saving lots of time. In sum, there are 2,772,512 browsing times, and people have visited ACROSS 108,367 times and accessed 170,199 times.

Future Plan



ACROSS provides access to almost all the digital archives resources available in Taiwan. In the future, we hope to broaden the coverage to include records related to Taiwan that are kept in other countries. Furthermore, we will expand the media type to born digital records and increase the amount of photos, images, and audiovisual records.

Contact Information

ACROSS's resources are mainly in Chinese, and fewer in Japanese and English. With ACROSS, we hope to link resources and people in the world to know more about Taiwan. We invite you to join us, to become our partners, and find out what ACROSS has in store for you.



ACROSS,
the "Google" of Archives in Taiwan
<http://across.archives.gov.tw>

Please contact: leonbin@archives.gov.tw

As we ramble ACROSS Taiwan history...You're invited to join !

Chiu-yen Lin/ Hsiao-chuan Sun

Abstract: The Archives Cross boundaries (ACROSS) website is a database portal (<http://across.archives.gov.tw>) established by the National Archives Administration (NAA) of the Republic of China (Taiwan) as a one-stop site where users can quickly search multiple databases to delve deeply into Taiwan's history.

ACROSS is the first inter-institutional platform that provides global access services that make it possible to metasearch libraries, museums, and archives. Regardless of what you would like to know about the Republic of China, be it political, economic, social or cultural in nature, or the customs or lifestyles of Taiwanese people in different periods, ACROSS will provide a satisfactory answer.

ACROSS currently features an extensive collection of about 7,000,000 valuable photographic, audio, video, and printed records dating as far back as the 14th-century Ming Dynasty. The website has integrated 75 databases developed by 23 libraries, museums and archives in Taiwan, and it has Web 2.0 interactive and personalized functions. With ACROSS, the general public may search for information across different databases simultaneously, saving lots of time.

ACROSS provides access to almost all the digital archives resources available in Taiwan. In the future, we hope to broaden the coverage to include records related to Taiwan that are kept in other countries. We invite you to join us, to become our partners, and find out what ACROSS has in store for you.

About the author:

Chiu-yen Lin is Deputy Director General of National Archives Administration of the Republic of China (Taiwan). The National Archives Administration is the central archives authority-in-charge and governs matters relating to records and archives. She has devoted to the drafting and amendment of Taiwan's Archives Act and related regulations, and participated in the research and development of the records management especially in overall system, access, preservation, and electronic records issues. **Hsiao-chuan Sun** is section chief of archives preservation division and is responsible for the archives custody, arrangement and description, repository management.

附錄四：路州檔案館贈送之陳納德將軍相關檔案影像



陳納德將軍(右一)、蔣介石先生(左一)與蔣夫人(中間)



蔣介石先生



陳香梅女士(左二)與蔣夫人(右二)出席陳納德將軍葬禮



陳納德將軍(左一)、蔣介石先生(右一)與蔣夫人(中間)



蔣介石先生(中間)與陳納德先生(中右)相互敬酒



格鬥老虎徽章

N91-5
22A

RECORD OF SERVICE

Name Claire L. Chennault Rating Brig. Gen. AUS
 Previous Military Service U.S. ARMY 19 yrs 10 mos
BRANCH YEARS
 Rating at time of discharge from U. S. Service _____
 Date of contract with Central Aircraft Mfg. Co. No Contract

RECORD OF DUTY

Squadron _____ Headquarters Headquarters

DATE	PLACE	PERFORMANCE
September 10, 1941	Toungoo, Burma.	
December 10, 1941	Kunming, China.	
April 9, 1942	Loiving, China.	Under fire
April 30, 1942	Kunming, China.	
June 5, 1942	Feishihyi, China.	
June 10, 1942	Kweilin, China.	Under fire
July 1, 1942	Hengyang, China.	
July 3, 1942	Feishihyi, China.	
July 4, 1942	Feishihyi, China.	

Remarks He performed the impossible - M. D. C.

AWARDS AND DECORATIONS RECEIVED

DATE	DESCRIPTION
December 22, 1941	Long Sword of Chinese Air Officer (High ranking) Chinese Military Third Grade Cloud Banner Decoration

Mayling Soong Chiang
MAYLING SOONG CHIANG
Honorary Group Commander

陳納德將軍之美國志願者證書（正面）



American Volunteer Group Chinese Air Force


This is to certify that
Claire Lee Chennault
 has been a Member of the
American Volunteer Group
 from *September 10, 1941* to *July 4, 1942* and is hereby
Honorably Discharged

Character *Excellent* *Mayling Soong Chiang*
 Honorary Group Commander



陳納德將軍之美國志願者證書（背面）

附錄五：檔案館提供相關作業表單範例

		City Archives New Orleans Public Library 219 Loyola Avenue New Orleans, LA 70112 Ph: 596-2610 Fx: 596-2609 Email: iwainwright@neworleanspubliclibrary.org	
Transmittal of Records to the City Archives			
1. Agency Transferring Records:			
2. Contact Person:		3. Phone:	4. Email:
5. Type of records being transferred:			
Check all that apply: <input type="checkbox"/> paper documents <input type="checkbox"/> maps, blueprints, engineering drawings <input type="checkbox"/> bound volumes <input type="checkbox"/> photographs, slides, negatives <input type="checkbox"/> microforms <input type="checkbox"/> videotapes, motion pictures <input type="checkbox"/> audio tapes/cassettes <input type="checkbox"/> computer disks/magnetic tape			
6. Description of Records (If agency has an officially approved retention schedule, use the title of the records, as it appears on the schedule. If no retention schedule has been approved, describe the record as accurately as possible (i.e., "correspondence," "subject files," "minutes," "press releases," etc.))		7. No. of Boxes/Vols/Other	9. Archives Location (City Archives will fill this out)
		8. Inclusive Dates:	
Legal Custody of records listed above is hereby transferred to the City Archives (per Home Rule Charter, City of New Orleans, Sec. 94-38)		Signed: 10. Agency Representative: _____ Date: _____ 11. Receiving Archivist: _____ Date: _____	

紐奧良公共圖書館檔案移轉表

Print Form



Certificate of Destruction
SSARC 933 (R 11/2010)

Once completed, keep this form with the corresponding approved Authority to Dispose of Records form (SS ARC 930)

1. Name and Address of Agency Sample Dept., Agency, Section (if Applicable) 1234 Main St. PO BOX 1234 Anytown, LA 70804		SECRETARY OF STATE DIVISION OF ARCHIVES RECORDS MANAGEMENT & HISTORY P.O. BOX 94125, Capitol Station Baton Rouge, Louisiana 70804-9125	
2. Records Officer and Title Records Management Officer Name and Official Title			
3. Certification of Destruction Statement I hereby certify that the following records listed below were disposed of by: <input type="checkbox"/> Landfill <input checked="" type="checkbox"/> Recycling <input checked="" type="checkbox"/> Shredding <input type="checkbox"/> Incineration <input type="checkbox"/> Maceration <input type="checkbox"/> Pulverization <input type="checkbox"/> Degaussing <input type="checkbox"/> Other: _____ on <u>11/23/2010</u> for the Agency listed in section one above. <div style="display: flex; justify-content: space-between;"> <div style="width: 45%; border-top: 1px solid black; margin-top: 10px;">Witness (Signature)</div> <div style="width: 45%; border-top: 1px solid black; margin-top: 10px;">Jane Doe Witness Witness Name (Printed)</div> </div>			
Listing of Records Being Destroyed			
Records Series		Inclusive Dates or File Break	
Correspondence Sent and Received		1995-2000	
Invoices		1/2002-12/2002	
Time and Attendance (W/original Signatures)		1995-2008	

路州檔案館機關檔案銷毀審核表



STATE OF LOUISIANA
SECRETARY OF STATE
 DIVISION OF ARCHIVES, RECORDS MANAGEMENT AND HISTORY

Print Form

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**
 SSARC 930 (R 11/10)

TO: RECORDS MANAGEMENT SECTION
DIVISION OF ARCHIVES, RECORDS MANAGEMENT AND HISTORY
POST OFFICE BOX 94125
BATON ROUGE, LA 70804-9125

FOR ARCHIVES USE ONLY	
Your Disposal Authority Request has been:	
<input type="checkbox"/> Approved _____	Received: _____
<input type="checkbox"/> Rejected _____	Processed: _____
Reason: _____	
Returned: _____	
<input type="checkbox"/> YES <input type="checkbox"/> NO	Archives _____
<input type="checkbox"/> YES <input type="checkbox"/> NO	Rec Mgt _____
Method: <input type="checkbox"/> DUMP <input type="checkbox"/> SHRED <input type="checkbox"/> RECYCLE <input type="checkbox"/> BURN <input type="checkbox"/> DELETE	
<input type="checkbox"/> DeGAUSSE/ERASE <input type="checkbox"/> CRUSH	

FROM:

Sample Department, Agency and Section (if Applicable)

1. AGENCY NAME		
123 Main Street, P.O. Box 1234, Anytown, LA 70804		
2. ADDRESS		
Agency Records Officer	225-123-4567	name@url.gov
3. NAME OF PERSON WITH WHOM TO CONFER	4. TELEPHONE NUMBER WITH AREA CODE	4A. E-MAIL ADDRESS

5. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records and that the records described in this List or Schedule are proposed for disposal for the reason indicated:

- A. The records have ceased to have sufficient value to warrant further retention.
- B. The records will cease to have sufficient value to retain them after the date or event indicated.
 - These records have been converted to Microfilm; Digital Images.

DATE SIGNED	SIGNATURE OF REPRESENTATIVE	TITLE
-------------	-----------------------------	-------

6. Inclusive Dates	7. Description of Records (List Records Series Title if Records Appear on Agency Retention Schedule)
1995-2000	General Correspondence Sent and Received
1/2002-12/2002	Invoices (converted to images and reviewed)
1995- 2003	Agency Policies and Procedures (all versions) - Have been microfilmed (request to destroy originals)
1980-2005	Payroll Records (contains confidential information)
1975-2008	Audio Tapes of Committee Meetings for which official minutes have been adopted.

路州档案馆档案清理授权表

Records Retention Schedule

SS ARC 932 (01/12)

Louisiana Secretary of State, Division of Archives, Records Management and History
 Post Office Box 94125, Baton Rouge, LA 70804

Http://www.sos.la.gov

Agency No	Agency / Division / Section	Retention Period			Security	Archival	State Records Center	Vital	Page	of
Item Number	Records Series Title	In Office	In Storage	Total Retention					Remarks	
Indicate Use of Form <input type="checkbox"/> ORIGINAL SUBMISSION <input type="checkbox"/> RENEWAL <input type="checkbox"/> REPLACEMENT PAGE <input type="checkbox"/> ADDENDUM PAGE										
Permitted Retention Period Abbreviations ACT - Active Period (when used define term in remarks column) FY - Fiscal Year (July 1- June 30) CY - Calendar Year (Jan 1 - Dec 31) AY - Academic Year (Aug 1 - July 31) FFY - Federal Fiscal Year (Oct 1 - Sept 30) MO - Months WK - Week DY - Day(s) PERM - Permanent		Security Status Codes P - Public Record M - May Contain Confidential Information C - Confidential Information		State Records Center Use Y - Yes N - No		Agency Abbreviations				
		Archival Processing Codes A - Transfer to State Archives R - Retain in Agency Archives S - Review by State Archives O - Other (Specify in Remarks)		Vital Record Identification Code V= Vital I = Important U= Useful						


_____ _____ _____ _____
 Agency Approval Date Signed Secretary of State, State Archives & Records Services Date Approved

路州档案馆档案保存年限区分表


**RECORD TRANSMITTAL
AND RECEIPT FORM**
SSARC 103 (R 11/2010)

RECORDS CENTER

NOTE: Send Original to Record Center.
One Received Copy Will Be Returned.

1. Name and Address of Agency Agency Name Agency Address Agency City, State and Zip Code				SECRETARY OF STATE DIVISION OF ARCHIVES RECORDS MANAGEMENT & HISTORY P.O. BOX 94125, Capitol Station Baton Rouge, Louisiana 70804-9125			
2. Records Officer and Title Jane Doe, Records Management Officer		3. Date 11/23/2010		4. Transfer to:			
Phone No. 225-111-1111 X123		<input checked="" type="checkbox"/> Records Center		<input type="checkbox"/> Other:			
7. RECORDS CENTER BOX NO. (Records Center Use Only)	8. AGENCY BOX NO.	9. DATE OF RECORDS TO BE TRANSFERRED				5. No. of Boxes Transferred 12	6. Disposal Date 7/2015
		Month	Year	thru	Month	Year	RECORDS SERIES TITLE
	V1	07	2008		06	2010	Vendor Files A-D
	V2	07	2008		06	2010	Vendor Files E-K
	V3	07	2008		06	2010	Vendor Files L-P
	V4	07	2008		06	2010	Vendor Files Q-T
	V5	07	2008		06	2010	Vendor Files U-Z
	V6	07	2008		06	2010	1099's (Contains Confidential Information)
Total Boxes on this page		SECTION BELOW FOR RECORD CENTER USE ONLY					
LOCATION		Date Received		Date Shelved		Transferred to Records Center	
SECTION	SHELF	Date Received		Date Shelved		Date	
Page 1	Total Pages 1	Verified By:				Records Inspected By:	

路州檔案館文件中心檔案移轉表

Louisiana State Archives Records Transmittal		1. Accession Number: _____ Record Group Number: _____	
2. Name and Address of Agency:		Division of Archives, Records Management and History P.O. Box 94125 Baton Rouge, LA 70804 	
3. Records Officer and Title:	Phone: () _____	4. Restrictions:	
5. Total <input type="checkbox"/> Boxes <input type="checkbox"/> Volumes <input type="checkbox"/> Reels <input type="checkbox"/> Bundles <input type="checkbox"/> Other(specify): _____ : _____			
6. Archives Location	7. Agency Box No.	8. TITLE OF RECORDS exactly as listed on Retention Schedule	9. Inclusive Dates
10. Legal custody of all records listed above is hereby transferred to the State Archivist (per R.S. 44, Chapter 5).		Transmitting Records Officer _____ Date: ___/___/___	
		Receiving Archivist _____ Date: ___/___/___	
11. Page _____ of _____			

FORM AS-4 (R 3/86)

路州檔案館檔案移轉表