

Welcome to the new "Flash"

Over the next few issues you will notice some changes to the ICA's newsletter, as part of an overall rethink of ICA publications. From now on we are looking to make *Flash* more thematic and more interactive, that is, more reliant on contributions from members.

Why are we doing this? As has been reported elsewhere, a working group was set up late last year to make recommendations on the future of ICA publications in the digital age. It is already clear that *Flash* was not fulfilling its primary role as a newsletter, but was mainly reporting on the activities of ICA bodies and on governance issues, often some months after the event. It makes better sense for these formal reports to be uploaded on the ICA website for all to read in a more timely manner.

That is why we have moved away from our usual articles on governance and from sections and branches. Similarly more immediate day-to-day news will be transmitted by our electronic newsletter, which will be launched shortly, bringing members monthly updates. Items of immediate news will continue to be communicated via the ICA listserv, and we shall be looking to review this too in due course.

Instead *Flash* will become more reflective, focussing on different aspects of the archival profession in feature articles, interviews, perspectives. Of course *Flash* will continue to report essential news in greater depth, whatever its source. We would

also like to continue to hear from branches

and sections on any products that they have developed or on the outcomes of working groups.

The principal theme of this issue is moving forward from the Brisbane Congress. We have some articles giving the personal experiences of the congress by delegates from different parts of the world whose attendance was supported by ICA, as well as a general overview by Gregor Trinkaus-Randall of the Society of American Archivists. But we are also looking at Brisbane's legacy for the future: at the new constitution and how the changes will affect members, at the impact of the new budget, and on the implementation of access principles as well as the views of the newly-elected Vice-Presidents on how they view their roles. We also have the reflections of the four Fellows appointed at Brisbane on their long careers with ICA and their hopes for the future of the organization.

And this is where you, the members, come in. *Flash* is here to reflect what is of concern to you, so we would like to hear from you what themes you think should be addressed in forthcoming issues. Above all, we would like to hear from potential contributors. Without members' contributions there will be no news bulletin. If there is a particular theme that you would like *Flash* to address, especially if you are willing to contribute an article, please let me or any of the secretariat know and we will do our best to include it in our forthcoming programme.

We very much look forward to hearing from you.



Stephen O'Connor
Senior Publications Officer
oconnor@ica.org

Congress in Brisbane



- 3 A First-Timer's Impressions of the ICA Congress in Brisbane, Australia
- 4 ICA funded delegates give their view on the Brisbane Congress
- 8 New office-holders for 2012-14 
- 10 ICA Fellows speak of their experiences with ICA
- 16 Greater Democracy, Stronger Governance: The New ICA Constitution Explained
- 18  Universal Declaration on Archives: an update
- 19 Principles of Access to Archives
- 20 ICA Finance
- 22 Annual Conference Planning 
- 23 A new image for ICA!
- 24 Publications Review : Marian Hoy

Flash

Editor: International Council on Archives (ICA)

Publication Director:
David A. Leitch

The International Council on Archives (ICA) is dedicated to the advancement of archives through international co-operation. Archives, by providing evidence of human activities and transactions, underlie the rights of individuals and states, and are fundamental to democracy and good governance. In pursuing the advancement of archives, ICA works for the protection and enhancement of the memory of the world.

Flash communicates news on ICA activities and highlights current issues in archives. It is the complement to the in-depth professional reflection, reports and debate in *Comma*.

Flash is published twice a year as a membership benefit by ICA. Contents may be reproduced and translated in part or in whole, provided that credit is given. Information in this issue of *Flash* was current at the closing date for production on 17 December 2012.

Translation is assured by volunteers alone: please think of offering your help for just a few hours every six months!

ICA

60, rue des Francs-Bourgeois
75003 Paris, France
T : +33 14027 6306
F : +33 14272 2065
E : ica@ica.org
I : www.ica.org

Graphic design:
Raphaël Meyssan
T : +33 6 20 49 12 15
E : raphael@meyssan.net
I : www.editorial-design.org

Impression:
Liverpool University Press,
United Kingdom

Photos copyright: National Archives of Australia, Ian Henderson, Margaret Crockett.

ISSN: 1728-533X.

Annual Conference 2013: Brussels 20-24 November



ICA is delighted to announce that it will be holding its first ever Annual Conference in Brussels, in partnership with the National Archives of Belgium, from 20 to 24 November 2013. The three days from 20 to 22 November will largely be devoted to ICA governance, strategy and other business meetings, while the professional conference will take place on Saturday 23 and Sunday 24 November. Although the final title of the conference has still to be determined, it will focus on the themes of transparency and access to information.

We will publish more information on the ICA website in January, but meanwhile please reserve these dates in your diary now!

A First-Timer's Impressions of the ICA Congress in Brisbane, Australia



ICA Congress Brisbane 2012.

2011 was my introduction to ICA/SPA when, as President of the Society of American Archivists (SAA), I was asked to present a paper at the Edinburgh, Scotland meeting. Consequently, the Congress in Brisbane was not a completely new experience. However, it was interesting to me for a number of reasons, not the least of which was that in numbers it was not that different from the SAA's annual meeting, which this year had 1,670 attendees. In spite of this, there was definitely a different atmosphere at the ICA Congress than at SAA's annual meeting.

I found the opening ceremony to be spectacular. It was also intriguing beginning each day with keynote speakers. While most of the presentations were specifically related to the Congress's theme and to archives, there were a couple of occasions this was not the case. I was particularly interested in the keynote presentations by Michael Carden and Andrew Waugh on "Digital Archives, Digital Preservation – Now and the Future." It was an enlightening and well-presented discussion of the activities on this topic at the National Archives of Australia and the Public Record Office of Victoria.

Tea in the exhibit area morning and afternoon was a pleasant surprise, although it should not have been given that we were meeting in Australia. Whereas we do have exhibit breaks at SAA, this formal break in the proceedings, with tea and pastries, really made for a more relaxed atmosphere overall. It was also a wonderful opportunity to network and meet people from all over the world.

While it was already of interest to me because of the Edinburgh meeting, I found Kim Eberhard's and Colleen McEwen's presentation on the development of the Universal Declaration on Archives quite enlightening. On the whole, however, I was a bit disappointed in the lack of depth in the presentations in the sessions that I attended. This may have been because of my choice of sessions, but I think not. I expected to see more substantive presentations overall. In addition, there is a growing movement to work collaboratively and cooperatively with libraries and museums (LAMs) in advancing our agendas and to ensure that we are not reinventing the wheel. There really was little information presented in this discipline. Moreover, since my area of expertise is preservation, I would

have liked to have seen more presentations on preservation research and/or activities in other countries. That was why I attended the Disaster Workshop, "Expect the Unexpected: Disaster Preparedness – Designed for Archival Institutions," even though I could probably have taught it myself. The session "From Devastation to the Discovery of Hope for Tomorrow: Efforts towards Recovery from the Great East Japan Earthquake" fit more into this vein, as it gave us a close-up picture of the devastation that occurred to archives and other cultural entities and efforts following the disaster.

The real value that I found in attending the ICA Congress was in meeting archivists from around the world and in learning what is occurring in other countries. I have a feeling that the SPA meetings will be more informative, as we, as a smaller group, will be much more focused in our discussions and activities.



Gregor Trinkaus-Randall
Society of American Archivists
GTrinkaus-Randall@
MassMail.State.ma.us

ICA funded delegates give their view on the Brisbane Congress

We asked delegates who had received ICA help to attend the Brisbane Congress to write a report on their experiences there, and how they benefited from their attendance. Here are some of their responses. We wish to state that the views expressed here are personal and do not necessarily reflect the views of the President and officers of ICA.

Dr Francis Garaba

Manuscript Librarian, Lutheran Theological Institute Library, Scottsville, South Africa

How ironic that more than half a century ago, the American archivist, Theodore Schellenberg could castigate the British archivist, Hilary Jenkinson for having given the Australians a wrong start in their archival work by publishing a book that was unreadable. Interestingly, Australia today is a world leader in archival theory and practice. How they have managed to achieve this landmark would require a paper on its own; suffice it to say that they have been adept at blending Jenkinson's theoretical ideas and Schellenberg's pragmatism to develop their home-grown model that is the envy of many globally. Their approach reinforces the view that a common denominator in archival theory and practice that has stood the rigours of intellectual debate is that geographical, historical, historiographical and technological factors have largely shaped the dynamism of the archival profession.

It is this strong archival tradition that explains why the 2012 International Council on Archives Congress was held for the first time in the Southern hemisphere. The city of Brisbane,

in Australia was the venue for the congress from the 20th to the 24th of August 2012. It was a pleasurable experience and an honour to present a paper at this conference of international repute. In addition, the mere opportunity of mingling and interacting with the experts, notably Jackie Bettington and the Records Continuum Group led by their continuum theorist Frank Upward, was not only an unparalleled learning curve but a tremendous source of inspiration.

It was Isaac Newton (1643-1727) who remarked that "if I have seen farther than others, it is by standing on the shoulders of giants," and I am similarly indebted to the International Council on Archives for affording me this opportunity of a life-time. The highlights for me were the two workshops on digitization conducted by one of Australia's archival gurus, Jackie Bettington on behalf of the Australian Society of Archivists (ASA). Jackie's knowledge of the subject and professionalism was a marvel and the knowledge gained from these workshops will go a long way to assisting the Lutheran Theological Archives in its digitization efforts.

Apart from the knowledge gained, the professional collegiality is something to be cherished and this networking will help the Lutheran Theological Archives in South Africa in terms of accessing resources and fostering best practices in archival administration. The acquisition of archival resources from the Australian Society of Archivists stand in the Brisbane Exhibition and Convention Centre like books, guides and establishing contacts will indeed have a tremendous impact on my professional life. I have always had a keen interest in sports and, of late, religious archives and the fact that I was able to join the ICA as an individual member at this conference will enable me to have access to the respective sections pertaining to my interests, within professional associations.

A huge disappointment though was the lack of representation by the heads of archival institutions from ESARBICA, save for three out of a possible seventeen member states. Be that as it may, the hospitality of the Australians, the nights of dining and wining coupled by the scenic and breathtaking views of the city of Brisbane will be treasured life-long memories.

Sharon Alexander-Gooding

Head Archivist, University of the West Indies

Although, I am a regular Congress attendee, the theme of the 2013 Congress, *A Climate of Change* held particular interest for me because I firmly believe that we archivists have been “propelled or dragged” into the future some of us “kicking and screaming” others “sailing or flying comfortably” through the changes wrought by technology. The promise of excellent sessions discussing archives in the world of social media, searching with Google, seamless integration of digital archives with source systems, archival legislation for engendering trust in a digital environment, new roads to the creation of relevance to archives in a changing world and business models in the digital age inter alia whetted my appetite to be a part of these activities, not to mention the lure of the destination, beautiful Brisbane. David Ferriero's opening keynote address reminded us that although social media is more prevalent and accessible now, organizations must embrace its use mindful of governing the medium. That brought to mind the fact that many organizations including mine are using facebook, twitter, blogs and other forms of social media without ensuring that the digital content of some of the communications are trustworthy and usable into the future. So too, the risk of infringing our clients' or stakeholders' rights is tested in the technological world. We should therefore seek to ensure that social media policies are in place, be proactive within our various jurisdictions regarding the development of specific regulations to govern retention if none

exist, and be very clear which aspects of use we need to cover and control. I particularly enjoyed the feedback sessions at the end of each day. I hope that this practice will be retained for future Congresses.

As always, the networking and renewal of friendships is an integral part of the Congress “beat”. It was great to meet colleagues, discuss improvements or frustrations within their workspaces, and provide some solace, advice or congratulations as may be in order. The breaks and internet facility within the exposition floor of the Congress was a master-stroke as it encouraged camaraderie and intuitive debate amongst participants and between participants and sponsors. In my case, I was able to arrange for further contact about sponsorship for an upcoming ICA meeting to be held in my country as well as distribute brochures pertaining to this meeting.

At this juncture, I wish to note that I attended a one-day post-conference workshop which provided training and instruction on audio-visual preservation. I recently rescued an extensive collection of videotapes and reel to reel cassettes from some “delinquent” departments in my university who just left the memory of our Campus lying around in cardboard boxes in hot store rooms. At the Archives, we were trying our best to deal with these based on our training and without the assistance of a professional conservator. This workshop proved to be very instructive. We discussed issues such as obsolete formats, the problem of unknown provenance, orphan films

with the attendant copyright and intellectual property issues and partnership agreements. The facilitator provided the historical background to film, magnetic tapes and discs, looked at biological deteriorants and provided us with knowledge banks for further research and assistance, preservation strategies, digital content management as well as allowing the participants to do a hands-on exercise. This workshop could have been a two day one considering the material covered in the short time. However, I was able to take back some handouts and do a session with staff to transfer some of the new knowledge gleaned.

Overall, the Congress was beneficial to me and I guess most if not all of the participants in terms of influencing change in the thought processes about the paradigm shift that traditional archivists must adopt. This is necessary in order to overcome some of the psychological roadblocks that we succumb to when faced with the rapid evolution of technology. The sessions at this Congress laid a framework for understanding the skills needed to lead and effect change so that we can continue to do our jobs safeguarding and preserving the record in its true form regardless of medium. They also reminded us that technology is a tool and new types of tools will be born each day. We just need to go forward with an open mind, a thirst for fresh ideas and a will to advocate for resources to implement what is necessary whilst keeping a firm grasp of our core archival principles and *raison d'être*.

Zdenka Semlic Rajh

Archival councillor, Regional Archives Maribor, Slovenia

After participating at my first International Congress on archives in Montreal in 1992 as a very young archivist, I was told by an archivist with a global reputation whose opinion I still consider to be excellent, that every archivist should participate at least once in his career at the International Congress on Archives. At the time I did not think about it that way, but after a 22 year professional career in archives I now could not agree more.

Such an event gives archivists, especially young ones, the opportunity to meet colleagues from around the world and to exchange professional experiences and opinions as well as to learn from others. This is very important for small countries as well as for those where archival science is still not considered as science, where there is therefore a lack of theoretical knowledge and where archivists have no access to information on new developments in the field.

The 2012 Congress was the fifth I have participated in. All of them gave me some new perspectives and have widened my knowledge and in addition they have given me the possibility to get to know many archival professionals and experts I could learn from

in order to implement this knowledge in domestic archival theory and practice. In the last decades the archival profession has faced many changes that are very closely connected to the fast development of IT, their intrusion into the archival profession and records management as well as to the expansion of the digital world. That confronts archivists with new, difficult tasks and one of them is the rethinking of archival process for the digital world. Arrangement and description are the processes that have to be rethought as well as others, and so the organized workshop with the title *Keeping Archives: Approaches to Arrangement and Description*, dedicated to these issues was very welcome.

The workshop organized by the Australian Society of Archivists and presented by Barbara Reed gathered together archivists from Australia, New Zealand and Europe. During the workshop the participants were surprised by the unannounced and unexpected lecture given by Chris Hurley, who presented his view of the arrangement and description of archives.

Among other things, the participants discussed the meaning of arrangement and description in paper based methodology and in a digital world, explored

archival descriptive standards and recordkeeping standards, the relevance of levels of description, the concept of aggregation etc. and other current issues related to digital records, such as what is an archival system, series, item and finding aid in the digital world.

The issue that appeared as the most interesting was the confrontation of the two world views of arrangement and description – ICA Standards and principle of provenance versus Australian serial system.

The workshop was organized very well and participants had a chance to hear different opinions deriving from different professional practices based on different historical backgrounds. For the European archivists it was very interesting to get a better knowledge of the Australian serial system and so compare the European archival practice with that of Australia. The only thing I was unpleasantly surprised about was the intolerance of the users of serial system towards ICA Standards and European practice which in my opinion is not appropriate, since we have to understand historical backgrounds and traditions, especially in records management, that are very different in these very different parts of the world.

Bernard Rizu

National Archives of the Solomon Islands

The ICA congress in Brisbane I believe was a wonderful experience for all those who have attended.

It was indeed for me great opportunity not only to listen to professionals speaking on a range of topics and current trends in the world of information management and archiving but as well to meet and interact with other archivists and information management professionals at the international level. Though I was not able to make it to Brisbane for the first two days of the conference, another two days of

attending keynote presentations and other sessions, viewing exhibitions of products and services by some organizations and as well as meeting other archivists and information management professionals have given me a sense of awareness on the solidarity of archivists and information management professionals around the world in this ever-challenging time.

Before I even got to hear of some of the challenges archivists face and how they dealt with them, my own challenge was to decide on which of the concurrent

sessions to attend, as there were a lot of interesting topics.

I have to say that I could not quickly relate to some of the topics on digital archiving and most of the things that go with it, as they are not an everyday language in my work. Although some technologies to keep and manage records electronically have been in use by some government departments in the Solomon Islands, the National Archives of Solomon Islands being the responsible government department to advise on government records management and disposal

Anna Szlejcher

Universidad Nacional de Córdoba, Argentina

As a member of the International Council of Archives (ICA), last year I was invited to the International Council on Archives Congress 2012 in Brisbane, Australia, which took place from the 21 to 24 August.

I attended the congress and presented a paper: "Interdependence between human rights, research on historical memory and archives in Argentina", which can be found on the ICA website.

My interest in participating in this event was due to the high standing of the organizers, the excellent learning perspectives and facilities for exchange offered by the congress. In the same way, it offered me the opportunity to catch up again with old colleagues and meet new ones whom I only knew by name; from all of them I learned new perspectives and ideas related to our profession.

For me the most important sessions were about the challenges and changes in the archival world and their impact on the media. Very important was the paper by David Ferriero on "Archives in a world of social media". I was particularly interested in his approach to developing the most appropriate policy to allow access of the people

to their documentary heritage.

Another presentation that caught my interest was that given by Michael Carden and Andrew Waugh on "Digital archives, digital Preservation – now and the future", since this is my specialist subject.

I found the address given by Judge Baltasar Garzón Real about "Truth, justice and reparation" highly valuable, because it related to the crimes of *lèse-humanité* carried out in Argentina and Spain, so close to our feelings in favour of human rights and the need to preserve the testimonies contained in judicial archives.

Among other outstanding presentations I single out "Virtual Experiments in Collaborative Archival Education: Constructing a Digital Laboratory for Digital Learning", co-authored by Karen Anderson, Jeannette A. Bastian, Andrew Flinn and Göran Samuelsson. The main elements of this work relate to the establishment of virtual laboratories where students can experiment, and the collaborative work taking place between university institutions, which will be a model for consideration at the Archival School where I teach.

It was highly fruitful for me and for my research work to share some

reflections with Luciana Duranti and Corinne Rogers at the Congress as a member of their investigation projects during their presentations on "Professional sustainability: ICA resources for education" and "The ICA Multi-lingual Database of Archival Terms".

Also the Forum organized by the ICA Section on Archival Education & Training (SAE), the Archival Education and Research Initiative, Monash University and the Queensland University of Technology (QUT) on "Archival research, education and practice: Collaborating to create new knowledge" was very important for me precisely because the priority there was to bring together academic bonds and research through national, regional and international network.

So, this meeting with professionals who are outstanding in the archival field, allowed me not only to gain new knowledge but also to forge stronger professional and personal links with valuable colleagues I had already met or had the chance to meet again in Brisbane. I wish to include this intellectual experience in my teaching and my research work at the Universidad Nacional de Córdoba, Argentina (National University of Cordoba).

currently lacks the capacity to deal with archiving electronic or digital records yet let alone to advise.

The opportunity I've had to listen to such topics at the conference however has given me a general sense of awareness as to what these issues present and the directions the National Archives of Solomon Islands may be expected to follow.

Another interesting topic that I never really thought of was of the role of the archivist with regards to social media as being a worry for the archivist until

I came to hear of it discussed at the ICA congress 2012. It then dawned on me that the role of the Archivist really became an even more challenging and exciting one.

There were however other sessions I attended that I could relate to and have helped broaden my knowledge and given me confidence in some aspect of my work and as well as some reassurance that I am not alone in some of the challenges I'm faced with.

Even though there was a lot to absorb over the weeklong event I felt that I

am more aware of what is out there for archivists and information management professionals in terms of the challenges and approaches taken to address and tackle these challenges.

I must say here that I felt privileged but humbled to have been given the opportunity to attend the recent ICA congress 2012 in Brisbane and I am thankful to the ICA and the NAA for organizing the trip and everything that goes with it and as well as to the government of the Solomon Islands for agreeing to my participation in such an event.

New office-holders for 2012-14

Two newly-elected vice-presidents took up their portfolios at Brisbane. Here they introduce themselves and give their views on their respective roles.

Henri Zuber, Vice-President Programme

I am Henri Zuber, Director of Archives and Information at SNCF.

In March 2012 I was elected to chair the Programme Commission (PCOM) of ICA as Vice-President for the Programme and I formally took up my responsibilities during the International Congress in Brisbane. I succeed Lew Bellardo, representative of the National Archives of the United States (NARA), who might be said to have created the post. My mission is to develop all the aims set out by my predecessor and also to establish some new ones.

My role is to coordinate the network of experts who are to be found both within the Commission itself and also among the current working groups and those that are yet to be created. It is therefore an extraordinary opportunity for me to engage and enter into debate with the intellectual élite of the profession while at the same time presiding over decisions of a purely administrative nature. I also have the immense good fortune to be working with Christine Martinez, Deputy Secretary General with responsibility for managing projects, and Margaret Crockett, Deputy Secretary General for organizing the annual conferences. I would also like to mention here Margaret Turner, former Chair of SPA, who is responsible for translation and publication policy in the ICA secretariat. Along with the whole secretariat team under the excellent leadership of David Leitch, ICA is well-equipped to develop over the next few years.

ICA does not have a lot of money to spend on cooperative activities. Its financial well-being is at present dependent on some ten or so large contributors, including France, the historic host of the secretariat. Its wealth, rather, lies in its members and in the collaborative projects that they work on or assess.

We have to carry out an extensive communications campaign on what the programme, and its purpose, is and emphasize in particular the need to provide products that can be reproduced or adapted, such as the PARBICA good governance tool-kit.

Finally, now that CITRA has been discontinued, the Programme has to take on responsibility for the organization of the new annual conferences, which are open to all ICA members. It is an historic opportunity to allow the greatest number of colleagues to take part in the international dimension of our profession, whose value is not self-evident to most colleagues, especially in a period of economic stagnation.

The Programme and PCOM

The Programme's function is to translate the aims of ICA into projects and products. There are currently four axes, called programmes, around which ICA projects are structured: good governance, digital record-keeping, emergency management, and the integration at the international level of young and new professionals. Beyond these four spheres of activity, my objective is to make the



Programme into a service tool for all archivists.

We need to have an approach that is grounded in experience and the composition of the Programme Commission, around twenty colleagues coming from all regions and sectors of activity within ICA, illustrates this point.

The Programme must not be limited solely to the consideration of a collection of projects resulting from an appeal for projects launched once a year; it must begin through the considerations made by the sections and branches. It is the sections and branches who are the natural reservoir of the additional expertise which is necessary for the development of the Programme. And I strongly wish to include young professionals in the renewal of the Programme, because they are the future of the profession

Henri Zuber

Director of Archives
and Information SNCF
ICA Vice-President Programme
henri.zuber@sncf.fr

Didier Bondue, A marketing action plan for ICA

Marketing has been a current theme in ICA for a number of years without really being addressed. At my first Executive Board meeting in Seoul in May 2010, where I was present as the new Chair of the Section on Business Archives, I proposed that, to take this crucial topic forward, we invite a business school student to produce a market study based on standard economic conditions.

I managed to conclude such a “deal” with the Ecole supérieure des Sciences Commerciales d’Angers, but while the Director of Studies at ESSCA understood at once the significance of such a study, he has found it difficult to find a student capable of tackling the subject. Indeed a problem of culture was immediately apparent, a further example of the growing distance between the public and the private sector.

With a little determination we managed to find the right partner who was able to complete a small market study, limited by time and the responses of potential clients to the questionnaires, which was presented to the Executive Board in Berne in April 2012. Produced in association with members of ICA, but also with non-members who might be a possible new resource, this study shows broadly that ICA should be more accessible to a wider public and more committed to the “small” archivist.

There is insufficient commitment to sharing knowledge and developing standards. It would be useful to increase the availability of forums of exchange and of tools to be developed, as well as a better knowledge of conservation techniques and legal constraints. We should also be offering professional training, and we should develop the use of technologies which are more adapted to the economic climate and which can reduce travel, such as “skype” or “webinars”.

As regards the section relating to the non-members contacted, for example



solicitors, private hospitals, barristers, insurance firms or construction companies, they did not know that ICA existed or what it was for.

Arising from this study, which raises a large number of questions, it is possible to work out a plan of action whose immediate objective would be to maximize revenues by first enlarging the range of products and by fostering other potential clients. We must also enhance the

image of ICA and diversify further what we have to offer. It is to these objectives that the Vice-President Marketing and Promotion will devote himself during his term of office.

Didier Bondue

Director of Saint-Gobain archives
ICA Vice-President Marketing and Promotions

didier.bondue@saint-gobain.com

ICA Fellows speak of their experiences with ICA

Four new Fellows were appointed during the ICA AGM in Brisbane. *Flash* asked them about their time with ICA and their hopes for its future.

How did you first become involved with ICA?



Colleen McEwen

In 2004 I became a member of the Section of Professional Associations (SPA) Steering Committee representing the Australian Society of Archivists. I served on the Committee until 2012 and was Joint Secretary from 2008 to 2012.



George MacKenzie

Looking back now, it all seemed to happen by chance. I became the new head of technical services in the Scottish Record Office where my predecessor Andrew Broom had been Secretary of the ICA Conservation Committee. The Committee needed a new Secretary and I liked the idea of international meetings. The rest, as they say, is history.



Setareki Tale

I did not have a clue of what the ICA meant until I joined the National Archives of Fiji in 1986 as a junior Archives Assistant. Since joining the National Archives of Fiji, it was by default that I became involved with the ICA considering the role played by the National Archives of Fiji in the founding of PARBICA, one of the 13 Branches of the ICA.

In 1999, as the substitute President of PARBICA I became actively involved in the ICA as a member of the Commission on Archival Development (ICA CAD) and I have been there since as a Member of the Executive Board, Management Commission and FIDA Board.



Lewis Bellardo

When I was State Archivist and Records Administrator of Kentucky I was asked by Dr Robert Warner, Archivist of the United States, if I would represent the United States at a meeting on modern records in Budapest, Hungary. Dr Frank Evans and I represented the United States at the meeting.

In speaking with international colleagues, I learned a great deal about records administration in other countries, as well as about geopolitics of that time. This meeting was an "eye-opener" for me, and I never lost an interest in what was happening in the broader archival/records world. For many years Kentucky remained a member of ICA.

What have you enjoyed most during your time in ICA?



Colleen McEwen

My work on SPA brought me into contact with archivists from all over the world and the camaraderie and solidarity I experienced during this time was most enjoyable and broadened my understanding and appreciation of the world wide archival community.



George MacKenzie

Meeting and working with a range of wonderful colleagues from across the world, many of whom have become good friends. One of the lessons I learned in ICA is that we share the same issues and concerns right across the world. Yes we have different levels of resource and different working environments, but we can all learn a huge amount from seeing how others have dealt with the issues.



Setareki Tale

It was the camaraderie and networks that I enjoyed the most. The value and the wealth of knowledge gained from the informal networks formed through the ICA meetings including Branch meetings is often understated. They were immense and most invaluable.



Lewis Bellardo

I have of course enjoyed learning from and sharing information with international colleagues. However, most of all, I have valued the human interactions with colleagues from around the world.

How would you define the importance of ICA to the world of archives?



Colleen McEwen

The ICA is in a unique position to advocate and promote to the world's citizenry and decision makers the importance of archives for underpinning good governance, protecting and improving human rights, advancing democracy and for understanding and learning from the past. As the world's leading archival voice, the ICA has an important role to play in supporting the development and promotion of standards to guide the management of records particularly in this transitory electronic age.



George MacKenzie

In a single word, ICA is vital to the world of archives. It's an unparalleled source of expertise and international comparative experiences which members can draw on. It's a place where archives people can come together internationally to develop standards and it's a platform for advocacy for the profession and for the fundamental importance of archives.



Setareki Tale

Without the past there is no future. This is the adage that the archives are premised upon. Archives document the past for the future and it is the ICA that is tasked with shining this light throughout the world. If the ICA fails to pump in enough energy to keep this light aflame the archives will die.



Lewis Bellardo

At its best, ICA can serve as a forum for better understanding among a variety of cultures. In the process of sharing professional practices we also learn how much more we have in common in our personal lives, our societies, and our values.

What do you see as the most significant achievements of ICA in recent years?



Colleen McEwen

I see the adoption of the Universal Declaration on Archives by UNESCO in November 2011 as a significant ICA achievement. The Declaration is a powerful statement about the value of archives, describing in easily understood language their characteristics and outlining key management requirements to ensure accessibility over time. With the UDA the archival community has an authoritative tool that can be used to increase awareness about the importance of archives and to advocate for their appropriate care and management.

Other recent significant achievements include the AtoM web based open-sourced archival management application which will be particularly helpful for small archives; the Guidelines and Functional Requirements for Electronic Records Management and Business Systems and the Principles on Access, providing a statement of professional practice which supports use as the fundamental purpose of archives.



George MacKenzie

One of our great successes was founding the International Committee of the Blue Shield and working with other organizations to press for the revision of international law on cultural property in armed conflict. That grew out of the international response to the war in former Yugoslavia.

More recently though, international and cross-professional cooperation has been vital in responding to natural disasters like the Haitian earthquake and the Cologne building collapse.



Setareki Tale

When I first became involved in the ICA the organization was something of an elitist movement. That is how I saw it. The benefit to members was hardly felt at the "grassroots" level. But things have changed significantly. The ICA is now more visible and the impact of its work and programmes can be felt within most of the spheres of the organization.



Lewis Bellardo

I believe that the greatest achievement has been the development and adoption of professional tools that can be used in a variety of language and cultural settings.

ICA Fellow: Colleen McEwen.



ICA Fellow: George MacKenzie.



What were your impressions of the Brisbane congress?



Colleen McEwen

The Congress theme, *A Climate of Change*, reflected perfectly the rapidly changing world the archival community is now operating in and the papers demonstrated how aware and engaged archivists are in meeting the challenges this new environment is creating. As an Australian I was very pleased that so many international colleagues were able to attend.



George MacKenzie

Australia has an enviable reputation in the archives world for its professionalism, its education and its innovative approaches, so Brisbane was always going to be a challenge. I think it lived up to expectations: internationally renowned speakers from inside and outside archives, a multi-track professional programme showcasing Australian and international developments and a new forum for young professionals to share their impressions of each day. On top of all that, the organization on the ground was superb.



Setareki Tale

The Brisbane ICA Congress was a step up from previous congresses, particularly in terms of the substance of the sessions. Like previous congresses the organizers must be commended for the amount of effort put into its organization. The attendance however was a bit disappointing but this was not anyone's fault. However, those that were unfortunate not to come to Brisbane missed out on the splendid opportunity that was there to be involved and be engaged in the congress, and to enjoy the wonderful weather during the meeting.



Lewis Bellardo

I believe that the Congress was excellent in terms of content as well as in organization.



What do you think we should be doing to encourage younger professionals to become involved with ICA?



Colleen McEwen

Engaging all members i.e. institutions, associations and individuals, including younger professionals and those new to the profession is vital for the ongoing sustainability of the ICA.

In my experience younger archivists are very 'tech savvy', preferring instant communications to traditional publications and formal meetings and conferences. To connect with this group and encourage their involvement, the ICA will need to actively adopt new ways of interaction by using the communication tools they are most comfortable with.



George MacKenzie

We need to make ICA and its work attractive, accessible and relevant to all its members but especially to young professionals.

The sessions at the Brisbane Congress which gave the floor to young PARBICA members were a great idea and could be copied at other conferences and seminars. We could also ask all our branches and sections to come up with plans for attracting new, younger members, and then share the best.



Setareki Tale

The engagement of young professionals should be initiated at all levels of the structures of the ICA i.e. at the Branch, Section and at working group levels. If we can instil a passion for archives work among young professionals as soon as they enter the profession we can be sure that these young professionals will rise to become champions of the course.



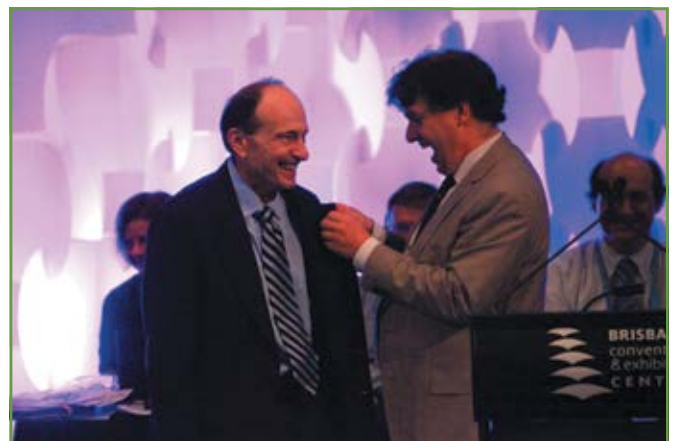
Lewis Bellardo

Young – and new – professionals should be involved in the work of the Programme Commission in all of its major activities. I also think that the Flying Reporters should be continued for all annual conferences. Further developing the mentoring activities through the work of FIDA is another important way to involve young and new professionals.

ICA Fellow: Setareki Tale.



ICA Fellow: Lewis Bellardo.



How would you like to see ICA evolve in the future?



Colleen McEwen

I would like to see the ICA become widely recognised as the global voice for archives. Just as the networks between associations and national archival institutions are a cornerstone of the ICA, supporting collegiate and productive relationships, I would like to see the numbers of individual members increase and for this group to become an active cross cultural network for the exchange of information and ideas.

I would also like to see the ICA become more proactive in establishing the international archival research and development agenda, identifying issues and taking a leadership role in finding solutions.



George MacKenzie

I think we have got the processes right now, with the changes we made to the constitution in Brisbane.

We need to develop the professional programme further – including celebrating our successes and encouraging more participation from across the world. The Programme Commission, PCOM, has achieved a great deal in the past few years, supporting a wide range of archive projects. ICA also needs to work hard to increase its income, both by expanding our membership and by investigating new sources, such as sponsorship.



Setareki Tale

If the ICA keeps on its current course in ensuring that the benefits of membership are felt by all members there will be no room for dissent. But it should perhaps now investigate ways to enhance the services that it currently provides to its members.

Additionally, but equally important, ICA should find ways to engage those parts of the world that appear to be out of touch with the organization.

Lastly, the ICA should continue to strive to find ways to promote and drive the importance of the work we do to all governance structures whether they be governments or corporate bodies. Resources for the development of archives will only become available with the recognition of archives as an asset to an organization.



Lewis Bellardo

Above all, ICA should continuously ask its members what they need and want from the organization and should attempt to meet those expectations within the limits of funding that the ICA can obtain. ICA will also have to expand its base of revenue beyond membership fees.



International Council of Archives Congress, Australia 2012

Greater Democracy, Stronger Governance: The New ICA Constitution Explained

On 24 August 2012, the ICA Annual General Meeting in Brisbane adopted a new Constitution. David Leitch, ICA Secretary General, explains the rationale for the changes and responds to some of the most frequently asked questions.

ICA adopted a constitution in Vienna in August 2004, only for it to be replaced a mere eight years later. What guarantees can you give that this new constitution will last longer?

The 2004 Constitution contained a wealth of detail on comparatively minor matters, so that modest evolutions in operational practice sometimes required full-scale constitutional change and the final approval of the AGM. Already, in November 2007, the Vienna constitution was subject to several amendments needing the approval of the AGM in Québec City. In

October 2011 about fourteen constitutional amendments were needed at the AGM in Toledo, in order to effect the comparatively simple transition from the closed CITRAs to the open Annual Conferences. The new Constitution, on the other hand, contains provisions of a more general character. It will be underpinned by precise Internal Regulations which, because they require the approval of the Executive Board only, will enable the organization to make necessary changes more flexibly. Because many more changes can now be made through alterations to the Internal Regulations, the Constitution itself is more likely to stand the test of time.

detail. In this way ICA should become more outward-looking, spending more time on forging partnerships with other organizations that share its objectives.

What changes have been made in the new constitution?

The wording of the Constitution has been tightened up in a number of places but the following are the main changes:-

1. Institutional members which are not national archives have been given the right to vote for the first time. National archives and professional associations retain the right to vote. The votes of the different member categories will carry a different weighting which will be subject to final ratification of the General Assembly.
2. The powers of the President, the two elected Vice-Presidents (Finance, Programme) and the Secretary General are more precisely defined.
3. The powers of the Executive Board are significantly strengthened and the Management Commission (MCOM) is abolished. The President has the power to call meetings of the elected officers in between Executive Board meetings.

What were the aims of the ICA leadership when they drew up the new constitution?

The ICA leadership wants the organization to operate more democratically and efficiently, with increased opportunities for participation. Their hope is that many institutions and individuals in the global archival community will want to join the organization for the first time. The new constitution should enable the governance bodies to take the necessary decisions which will enable ICA to thrive, while not getting bogged down in minor administrative



4. The wider remit of the Programme Commission (PCOM), which now includes responsibility for the professional content of the Annual Conferences and a stronger coordinating role of the activities of ICA bodies, is clearly described.

5. The major roles played in ICA by the regional branches and specialist sections are set out more clearly and their relationships with ICA governance bodies are clarified.

Isn't the new Constitution rather anti-democratic in that it gives increased powers to the President and the Secretary General?

Unlike the old Constitution, which did not specify the powers of the President at all, the new Constitution sets out his powers in detail. The powers of the two directly elected Vice-Presidents are also spelt out clearly. The powers of

the three elected officers are counter-balanced by a strengthened Executive Board, as well as by an entirely independent Evaluation Commission (formerly Audit Commission) which can investigate any aspect of ICA's activities and has unrestricted access to all relevant documents. The top three officers will henceforth be elected every four years by the institutional membership as a whole, including category C members.

The Secretary General needs a clear mandate in order to maintain the efficiency of ICA's day to day operations in a sensitive way. A letter of delegation from the President to the Secretary General will determine the scope of the latter's responsibilities. In addition to the oversight exercised by the elected officers, the Secretary General is accountable to the Executive Board as a whole, the Evaluation Commission and finally the General Assembly itself.

Why have individual members not been given the right to vote?

The ICA leadership has considered the arguments for this very carefully, but feels that the extension of the franchise to several hundred category C members is already a major step forward. This reform should be allowed to bed down first, before any further changes are contemplated. However, giving the right to vote to individual members has not been ruled out in the long term. Meanwhile, ICA is developing an attractive package of benefits to encourage more individual records and archive professionals to become members for the first time, sometimes as a supplement of their commitment to their national association.

A great deal of work still needs to be done on the Internal Regulations. When are these likely to be ready?

The Constitution Sub-Committee and ICA Secretariat are working steadily on the compilation of Internal Regulations foreseen in the new Constitution. It is expected that many of these will be submitted for the approval of the Executive Board meeting in Blois (March 2013), with the remainder being handled at the Board's meeting in the autumn. As mentioned above, the weighting system of votes for different member categories will be subject to the final ratification of the 2013 General Assembly. Once the Internal Regulations have been approved, they will be published on the ICA website.

The new Constitution is now available on the ICA website : <http://icarchives.webbler.co.uk/10660/reference-documents/ica-reference-documents.html>

The screenshot shows the ICA website interface. At the top, there are links for 'Member Login', 'Join ICA', and 'Contact ICA'. The main header features the ICA logo and 'international council on archives'. A search bar is present with a 'Members' dropdown and a search button. Below the header is a navigation menu with items like 'Home', 'Discover ICA', 'How we work', 'Professional Programme', 'Resources and events', and 'Networking'. The main content area is titled 'Reference Documents' and 'ICA Constitution'. It includes a language selector (English, French) and a paragraph explaining the new constitution. Below this is a table listing documents:

TITLE	SIZE	FILE TYPE	LANGUAGE
ICA Constitution	155 Kb		English
Statuts de l'ICA	155 Kb		French

Below the table are social media sharing options and a 'featured' section with 'spotlight on' and 'ica partners'.



David A. Leitch
ICA Secretary General
leitch@ica.org

Universal Declaration on Archives: an update

In a momentous event for the archives profession, the Universal Declaration on Archives was officially adopted by the 36th Session of the General Conference of UNESCO on 10th November 2011. The Declaration is in line with the UNESCO principles of the Charter on the Preservation of Digital Heritage and, like the Memory of the World Programme, it strives to ensure the preservation and universal accessibility of the world's documentary heritage. With UNESCO endorsement the Declaration is a powerful advocacy and promotion statement for informing a world-wide audience about the importance of archives.

What has been happening since then?

UDA section of the ICA website

A significant amount of work has been put into developing the UDA presence as part of the ICA website. The UDA has been officially translated into 25 languages with scope to produce more as volunteers offer their services. These translations are available from the ICA website. The UDA poster has been updated to incorporate the UNESCO logo and is available for download in English, French, Spanish and Chinese. A template with the UNESCO and ICA logos is available from the ICA secretariat for producing posters in other languages.

UDA Register

Since July 2012 it has been possible to show your personal or institutional support for the UDA and what it represents by signing the virtual register of support. This is available at <https://icarchives.wufoo.com/forms/register-your-support-for-the-uda/>. To date, the UDA has gathered support from individuals and organisations in Italy, Canada, France, USA, Mexico, Spain, Switzerland, Australia, China, Austria and 152 other nations. It would be

wonderful to reach 1,000,000 signatures by the 2016 Congress in Seoul. With 1445 signatories to date, we have a long way to go, but it is early days yet. We encourage everyone to spread the word about the UDA amongst their local professional community and beyond, ideally to reach people who have only a vague understanding about what archives are and what archivists do.

Brisbane Congress

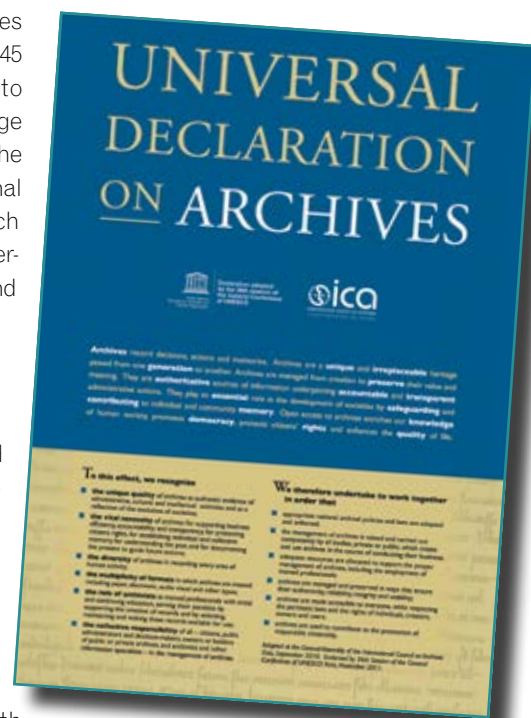
A half-day workshop was held at the 2012 Congress to introduce the UDA and existing promotions strategies to people from all over the world. A number of promotions tools were presented, including the Register, posters and the current promotions strategy (developed in 2009). Feedback was very positive, with participants commenting that they felt inspired and enthused by the messages contained within the UDA. However, most also felt that more needed to be done to spread the word about the UDA, and to show people how it could be used in their workplaces and beyond.

The UDA was referenced by a number of the key-note speakers at the Congress, leading to a surge in the demand for printed posters through the ICA stand at the trade fair.

Proposed UDAWG

A great deal of momentum was developed in support of the UDA in Brisbane. In order to capitalise on this, discussions are presently underway regarding the development of a 'UDA Working Group' which will have overall responsibility for the continuing promotion of the UDA. The objectives of such a group would include:

- Promotion of the UDA amongst the ICA membership, the international archival fraternity and the general public;



- Development and implementation of resources and activities that develop awareness of and facilitate use of the UDA.

More information about the UDA is available on the ICA website: www.ica.org/13343/universal-declaration-on-archives/universal-declaration-on-archives.html



Kim Eberhard
Archivist, Franciscan Order of Friars Minor, Waverley, New South Wales
archives@franciscans.org.au



Colleen McEwen
Australian Society of Archivists
tcmcewen@gmail.com

Principles of Access to Archives

In his novel *Histoire d'un crime*, Victor Hugo declared, "One can resist the invasion of armies, but one cannot resist the invasion of ideas whose time has come." In August 2012 the *Principles of Access to Archives* were adopted as a best practice guideline by the International Council on Archives: the time had come.

The Principles did not spring from nowhere: they are the culmination of a process that began in 1996, with the adoption of the ICA Code of Ethics which states the responsibility of individual archivists for implementing access policies. This was followed in 1997 with the adoption as an ICA best practice of the "Outline of a Standard European Policy on Access to Archives," which focused almost exclusively on government archives. In 2010 ICA adopted the Universal Declaration on Archives (endorsed by UNESCO in 2011), that included statements on access. Each of these documents made valuable contributions, but none of them was specific to the issue of access in every archives, governmental or non-governmental. *The Principles of Access to Archives* fills that gap.

The *Principles*, ten in number, begin with an overarching principle stating the importance of access to archives, follow with seven principles on the relationship between the user and the archives, and conclude with two principles on the role of the archivist in the process of determining access. Each principle is accompanied by one or more explanatory paragraphs, and the headline statement plus the explanatory paragraphs together define the principle. Each month ICA's *Human Rights Working Group News* is featuring one of the principles, providing examples of the need for the

principles and its importance. Back issues of the *News* can be found at www.ica.org/?lid=12315&bid=1082.

What are the next steps?

Translation. At the time of writing, the *Principles* are available on the ICA website in English and French www.ica.org/13619/toolkits-guides-manuals-and-guidelines/draft-principles-of-access-to-archives.html Translations in Italian, Portuguese and Spanish are underway, and an Arabic version should soon follow, along with Chinese and Russian. Translations into other languages are encouraged; all versions should be sent to Margaret Turner (turnermargaret@hotmail.com), who manages the translation program of ICA.

Application. A Technical Report, suggesting ways to implement the *Principles* in an archival institution, should be available in early 2013. Drafted in English, it, too, will be translated into as many languages as possible.

Discussion. The Working Group that prepared the *Principles* hopes that each archival institution will measure its practices against the *Principles*, and we encourage discussions by staff members with their management about the *Principles*.

Programs. Each ICA regional body is asked to include a session on the *Principles* at its next regional meeting. The Working Group hopes that archival associations will also put sessions on the *Principles* on their annual meeting programs. And we encourage archivists to suggest to user groups—academic, genealogical, veterans—that they feature a discussion of the *Principles* on a program in their associations.

Sharing. The Working Group believes that it is important to share the principles with researchers. We would like to see a copy of the principles displayed in the reading room for researchers to see and a link to the Principles on the website of the archival institution. We are hoping to develop a "seal of approval" for archival institutions to place on their websites, informing viewers that the institution's policies are in line with those of the Principles.

Other. Other suggested promotional efforts, such as video clips of individuals explaining why access to archives is important to them, are under discussion. The Working Group earnestly seeks ideas from anyone on the kinds of promotion that might be helpful to the profession.

The aim of all archival effort, as discussed in the *Principles*, is to provide access to archives under conditions that satisfy the legitimate needs of both the institutions and individuals that created them and the research public. Most archival institutions have a long history of managing access. The *Principles* permit archivists to measure their institutional practices against an external benchmark and then to strengthen them where appropriate. The *Principles* are a robust floor under practice, and they provide an authoritative basis for archivists and researchers to have a thoughtful discussion of the conditions for access to any extant body of records in the archives.



Trudy
Huskamp Peterson
archivisthp@aol.com

ICA Finance

The first stage of the reform of ICA dues was introduced at the AGM in Brisbane in August. *Flash* asked the Vice President Finance, Andreas Kellerhals, for the reasoning behind the changes and how he saw the longer term future for ICA funding.

Why was the reform of the membership dues system necessary?

ICA revenue is almost completely dependent on the dues our members pay. Therefore, it is crucial to have a fair dues system, comprehensible for all members. The present dues system has developed over many years. Its original underlying rationality has become difficult to understand and to explain as it has evolved over time according to various needs.

It was my mandate to renew this dues system fundamentally and to continue the work which already started some time ago. The accurate preparatory work was a great help in producing a first proposal relating to the dues of the national archives – the category A1 members – which fortunately has been accepted at the AGM in Brisbane.

Can you please explain in simple terms the basis on which the new dues for category A members will be calculated?

The main goal was to lower in general the financial liabilities of the former main contributors and thereby to reduce ICA's dependency on a handful of member states, to bring the dues into a rational relationship with some reliable criteria such as the economic wealth and population size of a country – which also meant taking into consideration the ongoing shifts in wealth distribution – and consequently to minimise the range between the lowest and the highest dues which amounted to more than 1000%.

This reduction in revenue from dues is counterbalanced by the obvious need to ensure ICA a revenue which

guarantees its unobstructed core functioning – which, however, has to be defined more clearly.

ICA's membership is indeed very varied from rich and populous states to small and poor countries. The new calculation model groups the A1-members into potentially twelve wealth-bands and ten population categories. The minimum due has been fixed at 150 €, the (theoretical) maximum at 125,000 € (no member has to pay this amount as no country is in this population-wealth category) and the effective maximum to 73,100 €. The changes from the old to the new dues have additionally been limited to a maximum increase of 20% and a maximum decrease of 30%.

By integrating an element of progression in the calculation of the new dues we tried to integrate at least a minimal element of solidarity. Of course, we know that the financial situation of an archive does not always really correspond to the country's wealth and population size. This might create problems but it is not a new element in ICA's dues system.

The first draft budget for 2013, as approved by the AGM in Brisbane, showed a significant deficit. Should ICA not aim to balance its budget every year?

Indeed, it should not only aim to do this, but has to do it in practice. However, I understand this deficit as a kind of transition cost to be balanced once the new dues system is fully implemented. The next steps are the revision of the dues for municipal and territorial archives as well as for professional associations. In parallel new revenue sources have to be opened up. The new constitution foresees many other sources of income

besides the dues. The dues have – that's my understanding – to cover the core functions of ICA, which include only partially the programme activities and professional projects. But here, once again, there are still some discussions to be had.

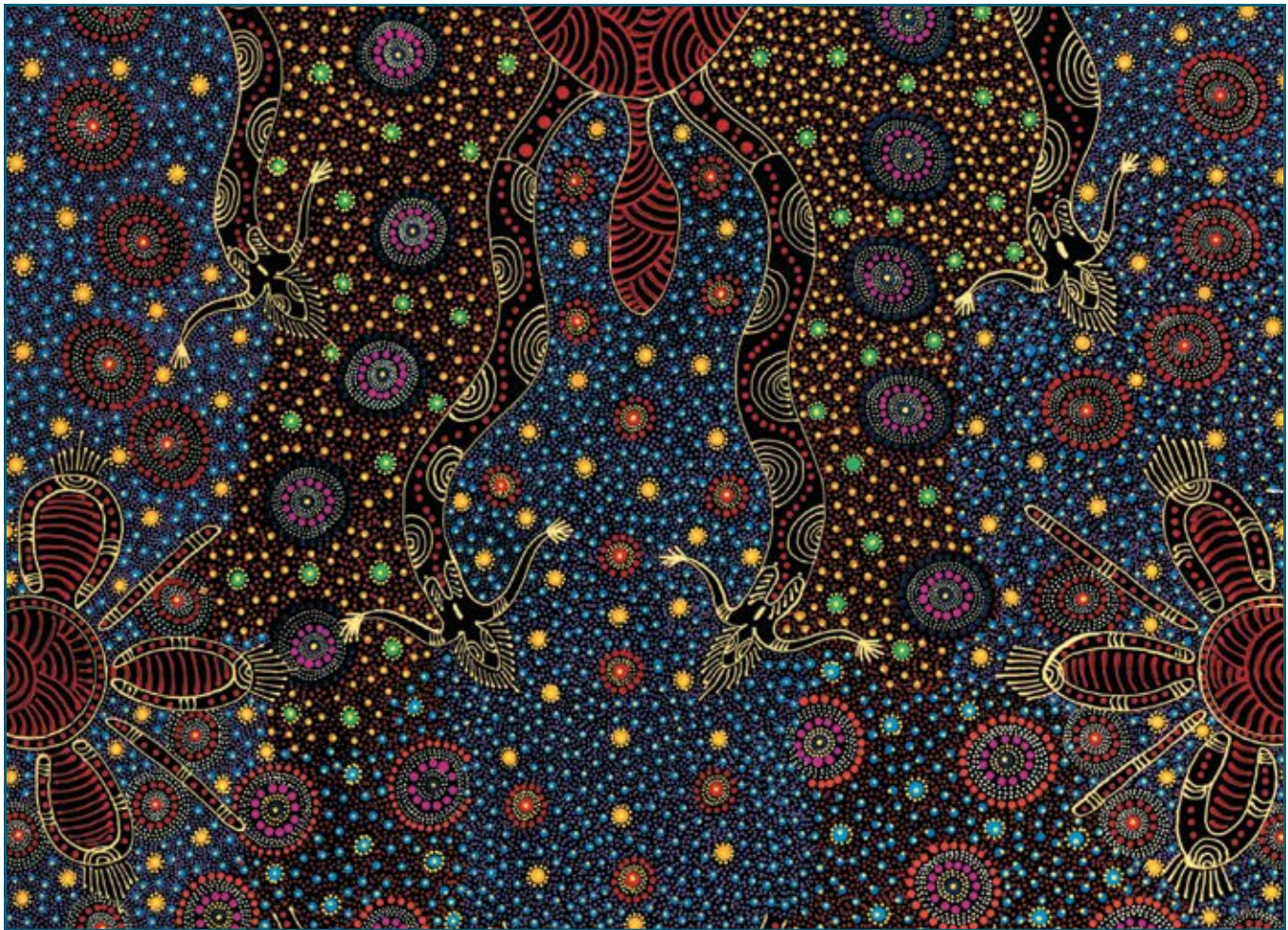
For how long will ICA be able to continue funding professional activities at the present level?

The sooner we will be able to present not only a balanced budget but also a balanced annual financial statement the better. But many of our members have to face an economic crisis. This demands a certain financial flexibility which, however, should not be mistaken for a financial laissez-faire. But ICA should avoid forcing – for as long as possible – its members into additional austerity programmes. Maintaining a certain level of activities, even if not covered directly by an income in the same fiscal period, is also important to attract new income.

We will attentively follow the financial development to propose budgets and present financial statements without endangering the organization's stability. In this context it is also important to stress that ICA might lose a certain number of members who have not paid their dues for years – an unacceptable situation in relation to all the other members who have paid regularly.

What should ICA do in order to obtain more funding from sources outside the organization?

We have to professionalize our efforts in fundraising. In the 1990s ICA had an important portion of its revenue



from third-party funds, mainly from other public sources like UNESCO. We should at least try to come back to this structure of income but also look at private funds.

Archivists are interesting partners in the information market and not only because of their custody of old and beautiful documents, but because of their professional knowledge in information handling and record keeping. We have to profit from our knowledge by becoming the partner of important private or public institutions and organizations. This means that we also have to emphasize particular professional activities which serve to raise our competences and make us a (more) valuable and (more) interesting partner. This is not only a challenge but a second type of transition to realize, in a way we have to stick our head out of our enclosed universe, as Kopernikus once did, to see in what kind of world we are living.

In the long term, what is the amount or proportion of total revenue which in your view should come from external sources?

I would be extremely happy to see all professional activities financed by third-party funds coming from inside or outside ICA. Financial engagement is the proof of all (often easily) expressed commitments. I see no constitutional restriction – we may create revenue from products, services sold or licenced, donations etc. – nor a real ceiling for this portion of income. We just have to ensure that we do not accept money we cannot use effectively or accept funding obliging us to carry out activities which would strike at ICA's political neutrality or ethical integrity.

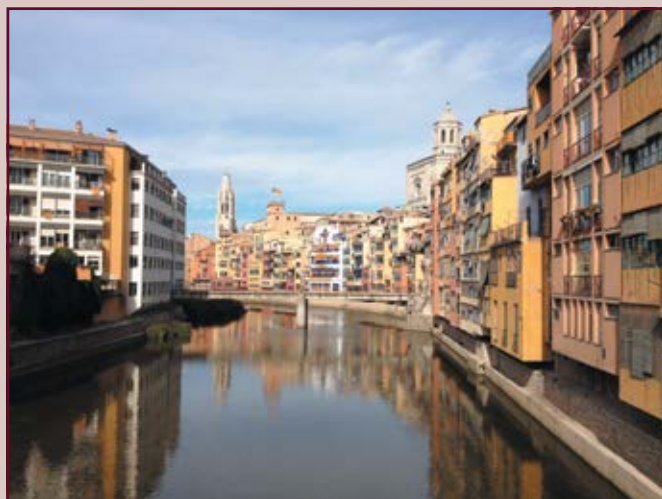
If we were once again able to finance our professional activities by non-dues, we would in return be able to strengthen

our central services as an information, knowledge and experience platform and even to sustain some solidarity activities, in accordance with ICA's constitution, for the benefit of the global archival (and records management) community. It certainly will be a long way but we start with a first step. It's all about doing something and not only talking or even complaining. One main obstacle will be the necessary mental change to think not only in professional categories but in products and effects we can sell – economically to customers as well as politically to our superiors, who again have to finance all individual institutions and their dues as a contribution to ICA.



Andreas Kellerhals
ICA Vice-President
Finance
andreas.kellerhals@
bar.admin.ch

Annual Conference Planning



The town of Girona, Spain, which will host the ICA Annual Conference in 2014.

ICA Annual Conference 2014

Plans are well underway for ICA's 2014 Annual Conference which will be held in Girona, Spain. The Conference will be combined with the 9th European Conference on Archives and the 13th Image and Research International Conference under the title "Archives and the Cultural Industries". The conference proper will be from the morning of the 13th October until midday on the 15th October. ICA governance meetings will be the preceding weekend and the AGM is likely to be one evening. The changes to the old CITRA format are in response to members' – and officers' – requests that the ICA annual event does not take up a whole working week as well as much of the weekend. It is also in response to the need to reduce the expense of attending ICA meetings.

However, even during these austere times, the 2014 Conference promises to be a great professional experience and offers the opportunity to visit one of Spain's most interesting cities. The theme will examine the ways in which archives and archivists form partnerships with a range of industries and commercial enterprises to make archival content more widely available – both to a larger audience and in a greater variety of media, formats and interpretations. It will also offer those attending the chance to consider how

they might develop their own partnerships and projects to increase both the financial viability of and exposure to their holdings.

The subject is an important one in ICA circles where we have already held two seminars. At the first one, "Commercial Activity in Archives", held at the National Archives (UK) in May of this year, Oliver Morley, the Chief Executive, reported that in the last 4 years the climate has been changing in terms of what brings in money for archives, in particular how to make as much of the collection online as possible in a sustainable way. The second seminar was in Brisbane during the Congress in August, which reviewed the outcomes from the May meeting and heard case studies from the Archives of Fiji and the Public Records Office Victoria. Caroline Kimbell, Head of Licensing at the UK National Archives, has played a major role in organising the seminars and she has agreed to serve on the Programme Committee.

Girona also offers a wealth of history, dating back to Roman times, as well as many museums and archives. It is a small but very beautiful city which means the Convention Centre is close to the city centre and many hotels are within easy reach. You can fly into Girona airport or fly to Barcelona and get the train from the airport to Girona which takes an hour.

ICA Annual Conference 2015

At the Executive Board meeting in Brisbane in August, members confirmed their commitment to organising the 2015 Annual Conference in Africa. This will be challenging, as even in Europe and North America where ICA has held the majority of CITRAs and Congresses, our members are finding it difficult to find the resources to host an Annual Conference. However, the Secretariat Conference team is open to new ways of doing things and would welcome a partnership of hosts, sponsorship opportunities and other funding options. In line with the CITRA Review findings, ICA would particularly welcome involvement and support of regional branches and sections.

We will issue the call for bids to host the 2015 Annual Conference early next year. Initially we will be inviting only African institutions and we will be actively canvassing the African regional branches and National Archives.



Margaret Crockett
Deputy Secretary
General, Conferences
crockett@ica.org

A new image for ICA!

A brief history of visual communication in ICA



Until 2009, the ICA only used one symbol to present itself, a motif based on the Roman god Janus, which was widely used by members to portray its image and to promote its identity as an international organization.



international council on archives
conseil international des archives

The first step towards a new brand was taken in 2009: a graphic designer, Raphaël Meyssan (www.editorial-design.org), was commissioned to rethink the ICA's logo and to establish rules for the use of this essential communication tool. The results of this work were produced in a document entitled "Graphic charter of the logos of ICA".

From then on the official logo of the International Council on Archives consisted of "Janus", which had been used from the start, plus the "ICA" acronym and full title in both the official languages.

By 2011 all ICA bodies had their own logo based on a variation of this model. It was now time to reconsider the image of our organization from a more global perspective.

Towards creating a visual identity

At the start of 2012 ICA acquired a new visual identity to complement its efforts to modernize and professionalize the organization. The task of refashioning our image was undertaken by the Franco-Moroccan graphic designer Zahra Sebti (www.zahrsebti.com) who won a competitive tender. Her brief was to increase the visibility of ICA, to clarify and strengthen its image and to give it an effective and coherent presence throughout the world by creating

a new and vibrant visual identity representing our values.

The result was the production of a graphic charter, a reference document which brings together the rules and principles guiding the use of the different graphic elements (logo, typography, colours etc.). Its systematic use allows all members of the organization to publicize their products within the context of ICA's activities or to create consistent and coherent communication tools independently of the secretariat.

Strengthened communications at ICA

The creation of a modern visual identity capable of promoting our values of expertise and collaboration for an international audience is a decisive step for our organization. It gives concrete

form to our aim to let the voice of archivists across the world be heard with greater strength and intensity and reflects our desire for transparency and professionalism.

We hope that as many of you as possible will use these specially created tools to help you promote and publicize your work within ICA.

The complete graphic charter can be consulted on application to the secretariat. A simplified guide is available on the ICA website at <http://icarchives.webbler.co.uk/3878/outils-de-promotion/>,html



Inna Touré
ICA Communication
Projects Manager
toure@ica.org

ICA's logo is now available in a choice of colours. Blue (C:94 M:88 J:30 N:26) and beige (C:18 M:31 J:36 N:0).



Publications Review: The publications of Marian Hoy

The ICA community suffered a great loss with the death of Dr Marian Hoy, former Secretary of ICA/SAE, in late October 2012. Marian's work and her dedication to the archives profession brought worldwide tributes. Marian was a very able communicator and networker, in writing as well as in person. This article describes Marian's professional contribution through her published writing.

Marian Hoy began her career at Australian Archives⁽¹⁾ in 1983, having graduated in history from the Australian National University and in archival studies from the University of Wales. Her early publications appeared in *Archives and Manuscripts*, the journal of the Australian Society of Archivists. Her first two articles, co-authored with colleagues, were concerned with developments in descriptive practice and managing change as Australia's major archival institution moved into automated systems from the late 1980s onwards.⁽²⁾ In 1998, Marian examined functions-based thesauri with David Roberts, arguing that functions could provide the connection between natural language and the language of government.⁽³⁾ In 2001, Marian investigated description of electronic series, summarizing the state of international practice and standards and reaffirming the strength of series system description approaches in the electronic world. Marian presented a major scholarly paper at the ICA Congress in Vienna in 2004. This paper brought together her long-standing interests in workplace

training and professional development and her more recent research into theories of learning. She carefully documented the differences between competency standards and the theory and principles required for effective professional development programs.⁽⁴⁾

From late 2009 until mid-2012 Marian worked as part-time Professional Development and Education Officer for Records and Information Professionals Australasia. This role involved Marian in many education initiatives in Australia and New Zealand. She wrote regularly for the association's quarterly magazine on topics such as recordkeeping competencies, mentoring, how to start studying and professional development. She also reported on the work of ICA/SAE.⁽⁵⁾ Marian's talents included editing and she coordinated peer reviewing for the education and training issue of *Comma*⁽⁶⁾.

The culmination of Marian's writing came in her research for her PhD which was inspired by her career-long work as a professional educator and trainer within the National Archives of Australia, her Master degree studies in Education Leadership and her understanding of the need for mentoring and nurturing the development of those who are new to the profession or newly joining an organization. She was convinced that a well-planned and managed induction program benefited both parties, enabling the new professional to get a sound understanding of the training and development opportunities available within, as well as outside the organization, and helping the organization to realize the potential of its new employee. Her PhD thesis (2010) was entitled *Through their eyes: Experiences of early professional*

learners in collecting institutions⁽⁷⁾. It is an interpretive study that followed 16 early career professionals in collecting institutions such as archives, galleries, libraries and museums. It sought to capture and understand how their experiences over a two-year period helped them apply professional principles, build skills and knowledge and develop relationships that facilitated learning. Her research "revealed the need for more flexible career, remuneration and promotion models, in an environment where monetary reward was limited, promotion constrained and contract employment increasing as a starting point"⁽⁸⁾.

Marian also presented her interests in peer-reviewed publications, aiming to share her expertise and bring a sound research basis to discussions within the profession on topics in which she was deeply interested. These included the need for and uses of competency standards⁽⁹⁾ and statements of professional knowledge⁽¹⁰⁾; mentoring⁽¹¹⁾; designing induction programs and internships within collecting organizations to support career development⁽¹²⁾; designing learning strategies appropriate for use in professional development programs⁽¹³⁾; advising on appropriate learning pathways for

(7) Hoy, M. (2010a) *Through their eyes: Experiences of early professional learners in collecting institutions* PhD thesis, University of Canberra, www.canberra.edu.au/researchrepository/items/74fbd2d7-5415-90dd-c0ff-d91f844c95b4/1

(8) Hoy, M. (2010a) op.cit., p.309.

(9) Hoy, M. (2007) 'Record-keeping competency standards: The Australian scene'. *Journal of the Society of Archivists*, 28(1) 47-65.

(10) Hoy, M. (2008) 'Understanding the role, place and potential of the Statement of Knowledge for Recordkeeping Professionals'. *Archives and Manuscripts*, 36(1) 8-31.

(11) Hoy, M. (2010b) Making the most out of mentoring relationships: Experiences of new professionals. *Comma*, 2010(1) 109-121.

(12) Hoy, M. (2010c) 'Building pathways to working with collections: Can internships and student work experience help?' *Australian Academic & Research Libraries*, 42(1) 29-42.

(13) Hoy, M. (2006). 'Designing learning strategies for recordkeepers', *Proceedings of the 2nd Asia-Pacific Conference for Archival Educator and Training: The Archival Science and Archival Education in the Electronic Age*, Tokyo, 18-19 October 2006.

(1) In 1998 Australian Archives was renamed National Archives of Australia.

(2) Arnold, B. & Hoy, M. (1988). 'The CRS Manual'. *Archives and Manuscripts*, 16(2) 91-95 and Hoy, M. & Macknight, L. 'National database cooperation: A case study'. *Archives and Manuscripts*, 18(2) 231-241.

(3) Hoy, M. & Roberts, D. (1998). 'Understanding government terminology – natural language searching and government thesauri'. *Place, interface and cyberspace: Archives at the Edge. Proceedings of the Conference of the Australian Society of Archivists*, Fremantle, 6-8 August, 1998 179-203.

(4) Hoy, M. (2004). 'Professional development and competency standards.' *Archives, Memory and Knowledge Proceedings of the International Council of Archives Congress*, Vienna, 23-29 August 2004.

(5) Hoy, M. (2011a) 'Update on the ICA SAE'. *iQ: The RIM Quarterly*, 27(4)17.

(6) 'CITRA 2009. Archival education and training'. *Comma* 2010-1.



Marian Hoy.

different career levels(14); and above all, listening to the new professionals speak for themselves and learning about their experiences (15).

Marian was a very good and generous mentor herself: to ICA/SAE colleagues;

(14) Hoy, M. (2009) 'What Next? How to support professional development in the information sector'. In M. Pember & R. Cowan (Eds.), *iRMA Records Management Annual*. St Helens, Tasmania: Records Management Association of Australasia, 2009, 147-157.

(15) Hoy, M. (2011b) Relationships, trust and learning: experiences of emerging professionals working in collecting institutions. *Archival Science*, 11(3/4) 391-408 and Hoy, M. (2008) 'Early professional learning in collecting institutions: Navigating the opportunities and obstacles'. *Archives and Manuscripts*, 36(2) 169-188.

to those working on translation projects for the SAE Train the Trainer Resource Pack; and to other research students whom she encouraged to publish. The best way we can honour her work and her memory is to follow her example, to learn from her research and to support further research in areas where she saw needs. In her own words, these were "to develop guidelines or frameworks that could support individuals, educators, collecting institutions and professions to enhance early professional learning. Topics suggested for further research relate to induction, personal development plans, mentoring relationships, collaboration for lifelong learning and flexible career

models for professionals working in collecting institutions and the wider information sector" (16).



Karen Anderson
Vice-Chair of SAE
karen.anderson@miun.se



Sigrid McCausland
Secretary of SAE
sigridmcc@gmail.com

(16) Hoy, M. (2010a) op cit, p.303.

“Comma” 2012

Three issues of *Comma* have appeared during 2012. The first (2010.1) considered aspects of the globally-important topic of education and training and included contributions from members of ICA-SAE. The second (2010.2) was a special issue on ‘Archivos Iberoamericanos’ with the majority of articles in Spanish and drawing on the experiences of archivists throughout Latin-America and the Iberian peninsular. Finally (2011.1), a special issue on archives and recordkeeping in Australasia and Oceania was produced in collaboration with colleagues from PARBICA and published to coincide with the Brisbane Congress. The editorial board met during the Congress to review its plans for future issues, which will, of course, include some of the papers given at Congress. The Board has also, for the first time in several years, issued a call for general papers, and hopes that individual members, as well as sections and regions, will respond with material which has an international outlook or relevance. Before that however, the next issues (2011.2 and 2012.1) will be on professional standards and their growth and application (another topic of perennial concern for the profession) and, as part of our series on regional activities, on Sub-Saharan Africa.



Margaret Procter
Editor in Chief
of *Comma*
mprocter@liv.ac.uk

