

Report of the Programme Commission to the General Assembly, Girona 2014

Membership

The Programme Commission's strategic spring meeting was held in Paris in April 2014, prior to the EB meeting. 80% of the members were present and once again, the President wants to draw the attention of the GA to the continuing commitment of all PCOM members.

Paris Meeting

The Programme Commission met on April 8th and 9th in the Salle des commissions which was made available to ICA by the Service interministériel des Archives de France.

The meeting covered the following items :

- PCOM Strategy
- PCOM Operating Protocols
- Finances
- Projects update
- Expert groups update
- Annual conferences
- 2016 Congress
- Africa Strategy
- Partnerships

In particular the following decision should be noted:

- Access was added as an extra strand to the existing three (Digital Records, Good Governance and Preservation)

And the following initiatives:

- PCOM adopted an Africa Strategy
- The New Professionals Programme was established

Both of these will have events in Girona, with the NP programme launch planned for lunch time on Tuesday, October 14th.

ICA's Strategic Implementation Plan

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During 2014 the VP Programme has been actively involved in the discussions of the working group in charge of producing the SIP. The resulting document reflects PCOM's position and responsibilities as the coordinating body for all of ICA's professional content activities. This means that in terms staff resources, voluntary effort and budget, PCOM should be able to count on a stabilized budget from 2015 on.

Annual Conference 2014

The conference will take place from the 13th to 15th October 2014 and the theme is "Archives and Cultural Industries". The conference is a joint ICA, European Conference on Archives and Image and Research Seminar. The financial model is somewhat different to that of AC 2013, as the Host is contributing itself as well as having secured funding from the regional government and Spanish Government.

The call for papers was a great success with 230 applications from 37 countries. The programme is the result of a selection process led by the Host and the DSG Programme and a design process carried out by the Girona Local Organising Committee. It was finalized by May 2014, offering 7 parallel strands. More than 800 participants had registered by October 1st 2014.

For the first time a set of ICA/PCOM workshops has been offered at the annual conference as follows:

- Train the Trainer
- Understanding Digital Records Preservation Initiatives
- ICA-Req Module 2: Managing Digital Records in Electronic Records Management Environments
- La boîte à outils 'L'archivage, clé d'une bonne gouvernance'
- The PARBICA Record Keeping for Good Governance Toolkit

Even before it has started, this event looks like it will be a major success and all our gratitude goes to our Host, Joan Boadas, the Municipal Archivist of the City of Girona.

Annual Conference 2015

The call for a host for the 2015 Annual Conference was launched in May with a closing date of 31st July. The National Archives of Iceland declared their candidacy and submitted a convincing bid which was approved by the Elected officers meeting of July 11th and will go before the EB and AG in Girona for final approval.

A programme committee is presently being put together and the theme will focus on Archive security, as presented by the National Archivist, Eiríkur Guðmundsson during the PCOM meeting.

Quadrennial Congress 2016

The DSG Programme has been in regular communication with the staff delegated with responsibility for liaising with the ICA about the Seoul Congress. The Memorandum of Understanding between ICA and the Korean National Archives drafted by the DSG Conferences in consultation with the VP Finance, the VP Programme and the Secretary General has now been signed.

The Programme committee's composition is nearly completed and will be finalized in December 2014 when the DSG programme and the Publications and Translations Advisor will travel to Seoul to hold meetings with the National Archives team and with members of the wider archives and records management profession. The trip has been planned to coordinate with the EASTICA biennial conference in Beijing, where as an opportunity for the Secretariat team to further consult with members in the region and to publicise the Congress. Meanwhile, meetings on logistics and content will take place in Girona during the conference. Discussions about the theme "Harmony and Friendship" will continue in order to ensure the concept is meaningful to all archives and records management professionals.

Developing and Strengthening Expert groups

It has taken longer than expected to set up the groups mentioned earlier. As a reminder the existing groups in 2013 included :

- The Expert Group on Archival Description (EGAD),
- The Photographic and Audio-visual Archives Group (PAAG)
- The Human Rights Working Group (HRWG)
- The Working Group on Intellectual Property

The following groups have been set up

- Archive buildings and environments
- International support in case of emergencies
- Digital records.
- Advocacy

The group on Records management will start work soon, pending approval by the EB of the Chair, Jo Hanisch.

Additional expert groups discussed by PCOM include:

- Appraisal

- International traffic in archives
- Legal Issues

Call for projects

According to the schedule announced in Brussels, a call for projects was launched in March, with a deadline of May 31st. Applications were received and given preliminary assessment by the DSG Programme. Members of PCOM discussed the merits of each application via the workspace and applicants were notified of the decisions via email in July. The table below gives details of the decisions.

Total Received	17
Different Budget Stream	1
Notified early on that ineligible	3
Referred to FIDA	2
Forwarded to PCOM members of which:	11
Rejected	8
Conditional Acceptance	2
Unconditional Award	1
Endorsed/Pre-endorsed	0
Projects ultimately endorsed or funded	3

The VP Programme concludes that there is great difficulty in attracting projects that correspond to ICA's goal to support and develop reusable and reproducible outcomes and products which meet the needs of members around the world.

Translation Policy

Volunteer translators have been identified by the Publications and Translations Advisor and are being regularly deployed by the Secretariat. The input of volunteer efforts coordinated by Margaret Turner remains significant and invaluable. The use of the Multi-lingual Archival Terminology is being discussed by PCOM members who are of the view that it is a very valuable tool. Thus PCOM is supporting the investigation of possibilities for promoting its on-going development to ensure it remains current and usable for all ICA members.

Looking ahead

The challenge for ICA to be a pertinent and relevant organization in the information age remains very real. As VP Programme, I am convinced that the combined efforts of the expert groups around the four programme priorities, as well as major projects

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such as the Africa Strategy and the New Professionals programme will contribute immeasurably to ensuring that ICA can successfully promote and broadcast the voice of archivists and records managers.

Henri Zuber, Vice-President, Programme
8 October 2014

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