

YCA Newsletter

A Publication of the Yukon Council of Archives

Volume 1, Number 1

August 1994

PRESIDENT'S MESSAGE - 1993/94

(DELIVERED AT THE YCA ANNUAL GENERAL MEETING, JUNE 1994)

I am very pleased to see that the Yukon Council of Archives has continued to develop as a broad based organization. Institution membership includes first nations, historical societies, museums and of course the institution that initiated YCA, the Yukon Archives.

This was the first year an individual interested in archives was able to join in council activities as a member. The contributions made by several of our individual members has been of enormous benefit to YCA. I would like to recognize the contributions of Lesley Buchan, Ian Burnett, Fay Tangermann, Blair Taylor and Donna McBee. Thank you for providing valuable expertise and volunteering your time.

The Board of Directors met regularly over the past year to discuss issues and provide direction to committees. This also represents a positive change within the organization and is the direct result of having a more active membership.

The Council is an opportunity for all who wish to assist in preserving the documented heritage of the territory. Our funding means are modest and may well be further reduced in the coming years. However, we can all emphasize those things that cost little - share expertise, pool resources, and exchange information.

Thank you!

Joanne Meehan
President, Yukon Council of Archives

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ACA '96

The Board of Directors of the Association of Canadian Archivists has recently approved a proposal to hold the 1996 annual conference in Whitehorse. The proposal was made by an interim Local Arrangements Committee comprised of Lesley Buchan, Ian Burnett, Blair Taylor, Clara Rutherford, Diane Chisholm, and Linda Johnson. With the acceptance of the proposal this committee has been dissolved and a permanent committee will shortly be organized in order to begin planning for the 1996 event. The Conference will consist of numerous sessions of particular importance to Northern archivists and will be preceded by a number of workshops on various archival topics. Sessions will be held at the Yukon Arts Centre and at Yukon Archives. Tentative dates for the workshops are May 26 and 27 and those for the conference itself are May 29 to May 31.

For more information on ACA '96 please contact Ian Burnett (Chair, Local Arrangements Committee) at Yukon Archives, Box 2703, Whitehorse, Yukon, Y1A 2C6.

PROFESSIONAL DEVELOPMENT AND TRAINING GUIDELINES

At the Board of Directors meeting held August 3 the Education Committee submitted for approval a final version of the YCA Professional Development and Training Guidelines. These Guidelines were drafted last winter and presented for discussion at numerous board meetings held over the past six months and at the June 1994 Annual General Meeting. The final version of the Guidelines was accepted and they are now available by writing to YCA.



YUKON COUNCIL OF ARCHIVES EXECUTIVE 1994-1995



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EDITOR'S NOTES

As editor, and on behalf of the Executive and Board of Directors, it is my pleasure to present this first issue of the Yukon Council of Archives Newsletter. The YCA underwent a significant change in the past year when its by-laws were amended to permit inclusion within the society of individuals engaged in or interested in archival practice. The large base of individual memberships which resulted, together with the continually increasing number of institutional members, has created a need for more effective communication within YCA and between YCA and the wider

community. It is hoped that the Newsletter will go some way to fulfilling this need and in doing so provide support for realizing the objectives of the society: promoting public awareness of archives, promoting the development of archival projects, promoting archival conservation and preservation, encouraging the development of a network of archival cooperation, and representing the interest of Yukon archives within the Canadian archival community. These are challenging goals but ones which I am sure the YCA Newsletter can help to achieve through the input and cooperation of the membership.

Ian Burnett
Editor, YCA Newsletter

EDUCATION AND TRAINING NEEDS QUESTIONNAIRE RESULTS

In May 1994 the Education Committee of YCA initiated a survey of the professional development and training needs of the membership. The objective of the survey was to assess the level of archival experience and education within the Council in order to provide the Board with an objective basis on which to plan future professional development programs. In other words, the survey was intended as a means to gather information to be used for planning workshops and other training opportunities specifically oriented towards the needs and abilities of Council members. To accomplish these goals questionnaires were sent to all individual and institutional YCA members. Information provided by the 17 returned questionnaires is summarized below.

1. *Training in archives*

Yes:	15
No:	1

2. *Length of time worked with archival materials*

Less than 6 months:	1
6 months to 1 year:	-
1 to 2 years:	1
More than 2 years:	14

3. *Nature of archival training*

Work experience:	15
Education:	5
Workshops, etc:	13

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4. *Availability of institutional support*

Yes:	15
No:	-
N/A:	1

5. *Anticipated attendance at Whitehorse workshops*

Twice per year:	10
Once per year:	2
Once every two years:	-
Other:	4

6. *Best time for workshops*

Working hours:	10
Evenings:	7
Weekends:	9
Summer:	7
Fall:	12
Winter:	9
Spring:	7

7. *Attendance at previous Professional development opportunities in Yukon*

Yes:	13
No:	3

8. *Attendance potential for proposed courses and workshops*

	Would	Might	Wouldn't
Introduction to Archives	4	2	9
Appraisal	13	3	-
Descriptive Standards	14	1	-
Conservation	16	1	-
Automation	14	2	-
Oral History	13	2	-
Arrangement & Description	13	1	-
Indexing	13	1	-
Reference	13	3	-
Photographs	12	-	-
Other:			
Copyright	3	-	-
Archival Ethics	1	-	-
Donation Procedures	1	-	-

The survey results show that respondents have a substantial amount of training in archives. There is a small group with formal education in archives as well as numerous

persons with long periods of practical work experience and frequent participation in workshops. This result is very encouraging in that it proves the existence of a solid base upon which to build more in-depth and advanced archival educational programs. This interpretation is confirmed by the desire expressed by members for workshops on advanced and specialized topics rather than on topics of a more general and introductory nature. The survey also provides information as to which days and seasons potential participants consider most convenient for attending workshops. This will assist the Executive and Board of Directors in planning and scheduling the delivery of educational programs.

As the survey indicates, the preference of the membership is for a workshop on either conservation or automation. The Board of Directors has decided to plan a workshop on one of these topics, tentatively scheduled to take place in February. A letter will be sent to members in September asking them to make their preference known to the Board. Please watch for this letter and respond with your wishes.

Ian Burnett

TRAVELLING ARCHIVIST COMMITTEE

At the YCA Annual General Meeting held June 13 in Whitehorse a Committee was struck to investigate the requirements and feasibility of instituting a Travelling Archivist Program in the Yukon. The Travelling Archivist would circulate among YCA member institutions throughout the Territory in order to provide assistance in appraisal, arrangement and description, and basic conservation measures. Committee members Diane Chisholm, Donna McBee, and Clara Rutherford will be meeting in the near future in order to plan the study and to determine a time frame for reporting back to the Board. Any comments or suggestions on this project may be directed to the Travelling Archivist Committee at the following address: Yukon Council of Archives, Box 6053, Whitehorse, Yukon, Y1A 5L7.



OTTAWA TRIP REPORT

Ian Burnett's report as YCA and Yukon Archives representative at the meetings listed below.

1. Association of Canadian Archivists Council of Presidents Annual Meeting. National Archives of Canada. May 24, 1994

The most significant discussion in the meeting concerned the evaluation of the ACA education program and how best to deliver training opportunities at the local level. Ian Forsyth (President of ACA) was very straightforward in stating that ACA could not continue to financially support the educational initiatives offered in the past year. He also mentioned that this may not be the best way to meet the varying needs of different regions.

There was some discussion as to whether the ACA Council of Presidents should continue to meet or whether the merger of provincial and territorial associations and councils has made this forum redundant.

2. Federal/Provincial/Territorial Archivists Annual Meeting. National Archives of Canada. May 24, 1994.

The meeting began with a presentation of the short video "Fading Away", produced by the National Archives of Canada. The main purpose of this work is to promote awareness of the continuing loss of audio-visual records through decomposition and the proliferation of obsolete formats. The video served to initiate discussion of the National Archives recommendation that the Minister of Canadian Heritage create a task force to develop a national strategy to examine how to preserve and ensure access to Canada's audio-visual heritage. The task force would include archivists, producers, distributors, funding agencies, and scientific experts. Although the importance of the NAC proposal was recognized there was some concern as to why audio-visual records were singled out for such an approach when the acquisition, preservation, and research use of numerous other record types pose similar problems. Ian Wilson (Ontario) agreed to be the Federal/Provincial/Territorial Archivists representative on the task force.

Richard Valpy (Northwest Territories) reported on the work of the CCA National Acquisition Committee. There was some controversy as to the role of the National Archives in this strategy and in the distribution and accountability of CCA funding.

Carman Carroll (Nova Scotia) reported on a project initiated as a component of Human Resources Development Canada's ongoing examination of human resource needs within the heritage sector. The project is to undertake an Industrial Adjustment Service study of workforce needs within the information management community. This will include an analysis of skill sets necessary for archivists,

records managers, and librarians to best confront technological, social, and economic changes. The study will be conducted by the CCA, ARMA, CLA, CUPE, and NPTA. Carman Carroll will be the N/P/T Archivists representative. Copies of the draft action plan are being circulated to provincial and territorial archivists and all members of ACA are being encouraged to review and comment on the strategy.

A roundtable format enabled each archivist to report on developments within his or her jurisdiction. A common theme was that of budget cutbacks and staff layoffs. The archives of Nova Scotia and Prince Edward Island in particular have been drastically affected by "right-sizing".

3. Association of Canadian Archivists Annual Conference. National Archives of Canada/Holiday Inn. May 24 - 27, 1994

The theme of this year's conference was "Living With Change in an Archival World". The majority of the session topics - appraisal, acquisition, diplomatics, description, electronic records, etc. - were discussed within this framework.

The conference began with an opening address by Keith Spicer, chair of the CRTC. He spoke about the need for archivists to be at the forefront in developments in information technology.

The session I participated in dealt with strategies for the appraisal of government records. Given the decreasing amount of resources available to appraise an increasing volume of records, it has been suggested that it may be possible to develop generic criteria by which to evaluate similar records in different contexts and jurisdictions. I used Yukon examples to argue that this was both a practically and ideologically misguided initiative.

Sessions I attended dealt with multicultural archives, appraisal of records in different institutional settings (corporate, regional, provincial archives), the structure of the Canadian archival community, regional acquisition strategies, and archival literature. One of the more interesting sessions I attended discussed the possibility of using diplomatics to understand non-traditional records forms. A speaker from the World Bank mentioned how the use of diplomatic analysis helped to understand the data structure of electronic records and how it provided a means of linking archivists with systems designers. Two other speakers focused on the use of diplomatics to analyze photographs and moving images. In these cases I thought that the diplomatic model was being stretched to such a degree that it became irrelevant; other models, drawn from sociology, linguistics, etc. could have provided a more suitable framework for analysis. I also attended an interesting session on aboriginal archives. Unfortunately, one of the most significant problems in such archives - the epistemological status of recorded and preserved versions of non-static and evol-

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ing oral traditions - was totally avoided.

I attended a demonstration of the GenCat Archives Prototype conducted by Nicholas Maftei, a consultant from Vancouver. A records management version of GenCat is also available by Mr. Maftei did not have the software with him.

At the Annual General Meeting of the ACA it was announced that the 1995 and 1996 conferences will be held in Regina and Whitehorse respectively. Many members indicated to me that they were excited about the possibility of coming to the Yukon for the event in two years time.

Although it was a committee of Yukon Council of Archives members who put the 1996 proposal together, now that the proposal has been accepted this committee is dissolved. The next phase in planning for 1996 is the ACA's selection of a local Arrangements Committee and a Program Committee. Because the Chair of the former committee sits as an ex officio member of the latter, it provides a good opportunity to lobby to have issues of special interest to Yukon and northern archivists developed into conference sessions. For example, Doug Whyte of the National Archives and I discussed the possibility of presenting papers on archival aspects of devolution from the federal and Territorial perspectives.

4. Summary and Overview

The conference theme of "living with change" was addressed in one very specific sense in all of the sessions, meetings, workshops, and informal discussions held during the course of the week. This aspect was how archives are being forced to live with shrinking budgets and declining staff levels on the one hand, and an increasing and more complex workload on the other. Although one could suggest that these problems are not new to archivists, the impression given in Ottawa was that the current situation is approaching one of crisis. The most articulate and reasoned response to this crisis and despondency was delivered by Ken Haycock (Director of School of Library, Archival, and Information Studies, University of British Columbia) in his closing speech. The substance of Mr. Haycock's argument was that archivists should spend less time complaining to each other that they have no funding, less time telling each other what a valuable role they serve for society, and less time telling each other what an important contribution they can make to information management. If archivists don't make their importance and value known to resource allocators instead of simply to themselves, they will continue to lose out to other interests. If archivists are going to live with change they have got to take more initiative and be more positive.

Ian Burnett
June 2, 1994

ARCHIVAL APPRAISAL WORKSHOP: "WHAT TO KEEP AND WHAT TO THROW OUT"

The Yukon Council of Archives is sponsoring a workshop entitled *Archival Appraisal*, to be held on Friday and Saturday, November 4th and 5th. It will be held in Whitehorse at the Yukon Archives and Rick Klumpenhauer of the Alberta Society of Archives will be the instructor. This workshop is open to all Yukon Council of Archives members and there is some funding available to help with travel and accommodation for out-of-town members. Application forms will be mailed to members in early September so pencil in the workshop dates now! Contact Lesley Buchan at 667-8289 for more information.

JUKEBOX JITTERS

Some thoughts on University of Alaska Fairbank's Project Jukebox (presented at the Yukon Archives, June 18, 1994): Wow, interactive computers are pretty wild, and wouldn't they make visiting the archives a lot more interesting? Well, maybe, but if we pierce through the technological wizardry there may be consequences that might make the archival profession jittery.

The intention of Project Jukebox is pure and progressive: to make oral histories more accessible and of fuller context. Context and accessibility are two of the cornerstones of archives, yet archivists must be very cautious in protecting the context of records *not* creating that context. By linking their oral history interviews with relevant maps, images and text, the staff of Project Jukebox are re-creating context based on their interpretation of the interview. This is tampering with the record.

I don't want to be a kill-joy, because this project is a valuable endeavour, but for oral historians or education providers, not archivists. Can we expect donors to trust us to preserve their records as they created them, if we embark on such manipulations or enhancements? Archivists may be tempted to forget our role of protecting records as evidence of past actions in our desire to make the past accessible and interesting. I also hesitate to judge so harshly, because in the North archivists often wear more than one hat; archives are historical libraries, oral history centres, as well as records repositories. Is the conflict between these roles insurmountable?

Susan McClure
Master of Archival Studies Student Intern
Yukon Archives

CANADIAN COUNCIL OF ARCHIVES - 1994/95 FUNDING

Seven organizations, including the YCA, received funding from the Canadian Council of Archives (CCA) for the 1994/95 fiscal period. The funding was for projects applied for under the following CCA Cost Shared Cooperative Programs: Arrangement and Description Backlog Reduction, Conservation Plan for Canadian Archival Records, and Professional Development and Training.

The total amount awarded to the Yukon was \$71,190. The breakdown of the amounts awarded according to the various programs is detailed below.

All institutions that receive funding are reminded that they are required to submit a final project report as a condition of receiving funding.

In the upcoming newsletters, there will be articles profiling the various archives and the projects for which they received funding.



ARRANGEMENT AND DESCRIPTION BACKLOG REDUCTION - COST SHARED COOPERATIVE ASSISTANCE

ARCHIVES	PROJECT TITLE	APPLICANTS CONTRIBUTION	FUNDS AWARDED
Dawson City Museum and Historical Society	Photo Finding Aid	\$3,235.00	\$3,235.00
Dawson City Museum and Historical Society	Post Office and Postcard Collection	\$1,690.00	\$1,687.00
MacBride Museum	Four Small Photograph Collections	\$2,828.96	\$2,772.00
Yukon Church Heritage Society	Diocese of Yukon Records	\$3,936.00	\$3,872.00
Yukon Archives	Dawson City Festival Foundation	\$2,841.00	\$2,256.00
Yukon Archives	Whitehorse Star Newspaper Negative Project	\$5,522.00	\$4,244.00
Yukon Archives	Erik Nielsen Deputy P.M. Records	\$10,000.00	\$10,000.00
Yukon Archives	Yukon Bar Association/ Yukon Law Society	\$3,411.00	\$3,008.00
Yukon Archives	Whitehorse Credit Union	\$4,197.00	\$3,762.00
Yukon Archives	Yukon Petroleum Fuel Pricing Inquiry	\$4,056.00	\$3,413.50
	TOTAL	\$41,716.96	\$38,250.00

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CONSERVATION PLAN FOR CANADIAN ARCHIVAL RECORDS (CPCAR) - COST SHARED COOPERATIVE ASSISTANCE

ARCHIVES	PROJECT TITLE	APPLICANTS CONTRIBUTION	FUNDS AWARDED
Dawson First Nation	Preliminary Conservation Assesment	\$4,004.00	\$4,004.00
Kluane First Nation	Preliminary Conservation Assessment	\$5,480.00	\$5,480.00
MacBride Museum	Assesment - Holdings Survey of Miscellaneous Small Collections	\$1,040.00	\$908.00
Dawson City Museum and Historical Society	Archives Storage Support	\$3,600.00	\$3,600.00
Yukon Archives	Preservation Planning - Conservation Assessment of Photographs	\$3,000.00	\$3,000.00
MacBride Museum	Preservation Copying - Photograph Collection	\$4,460.00	\$4,436.00
Yukon Archives	Conservation Treatment	\$5,238.00	\$4,762.00
	TOTAL	\$26,822.00	\$26,190.00

PROFESSIONAL DEVELOPMENT AND TRAINING COOPERATIVE PROGRAM

ARCHIVES	PROJECT TITLE	APPLICANTS CONTRIBUTION	FUNDS AWARDED
Yukon Council of Archives	Workshop/Course Participation	\$2,000.00	\$6,750.00
	TOTAL	\$2,000.00	\$6,750.00



ATTENTION ALL INSTITUTIONS WHO RECEIVED GRANTS FUNDING FROM CCA/YCA IN 1993/94

Please send the Yukon Council of Archives a copy of the financial report and finding aid for each project for which your institution received funding in 1993/94. These project reports should have been received by CCA in Ottawa and YCA in Whitehorse by April 30, 1994. The YCA Grants Committee must have these reports on file as grants cannot be awarded in the future to those institutions who have not complied with these requirements. The address for the YCA is: Yukon Council of Archives, Box 6053, Whitehorse, Yukon, Y1A 5L7.



If undeliverable, please return to:
Yukon Archives
Box 2703
Whitehorse, Yukon
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SUBMISSIONS, COMMENTS

The YCA Newsletter is the official publication of the Yukon Council of Archives. The Publications Committee welcomes articles, project reports, and announcements for publication in upcoming issues. Articles printed in the YCA Newsletter do not necessarily reflect the views of the Yukon Council of Archives.

The YCA Newsletter is published three times per year: August 15, December 15, and April 15. Material for publication must be received at least one month prior to the date of issue; comments and questions are welcome at any time. Write to:

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