

ADVISORY COMMITTEE ON THE RECORDS OF CONGRESS  
MEETING # 38  
JUNE 21, 2010  
CAPITOL VISITOR CENTER MEETING ROOM SOUTH  
THE CAPITOL

Members of the Committee in attendance: Lorraine Miller, Chair (Clerk of the House); Nancy Erickson, Co-Chair (Secretary of the Senate); David Ferriero (Archivist of the United States); Don Ritchie (Historian, U.S. Senate); Terry Birdwhistell (Associate Dean of Special Collections and Digital Programs and Director, Wendell H. Ford Public Policy Research Center, University of Kentucky); Joseph Cooper (Department of Political Science, Johns Hopkins University); Bernard Forrester (Archivist and Coordinator, Special Collections, Robert J. Terry Library, Texas Southern University); Jeff Thomas (Archivist, Ohio Congressional Archives, The Ohio State University); Sheryl Vogt (Director, Richard B. Russell Library for Political Research and Studies); Steven Zink (Vice-President of Information Technology, and Dean of the University Libraries at the University of Nevada, Reno).

Also Present: Bob Reeves, Deputy Clerk, U.S. House of Representatives; Robin Reeder, Archivist, Office of History and Preservation, U.S. House of Representatives; Karen Paul, Archivist, Senate Historical Office, U.S. Senate; and Richard Hunt, Director, Center for Legislative Archives, National Archives and Records Administration.

The meeting began at 10:00 a.m., in the Congressional Meeting Room South, Capitol Visitor Center, Hon. Lorraine Miller [Clerk of the House] presiding.

**I. Chair's Opening Remarks – Lorraine Miller**

Ms. Miller. Good morning, everybody. Thank you. As my minister says, any day on this side of the grave is good. So we have to be thankful.

I would like to call to order the Advisory Committee on the Records of Congress. Let me just start as we usually do and thank my two comrades-in-arms, Nancy Erickson, the Secretary of the Senate, and David Ferriero, the Archivist, the new Archivist of the United States, for your continued support and collaboration. I feel that we are all on a friendly basis, know each other, and work collaboratively together. And I think that works for our business here at hand. And I want to welcome all of our committee members, Terry, Sheryl, Jeff—we are missing Bernard—Steve.

Welcome, everybody. Good to see you. Everybody looks bright and chipper. I am ready for an interesting meeting. David, after our last meeting, at least you chose to come back, and didn't go away. I just want to take a moment to update you since our last meeting on some of the activities of the Office of the Clerk. I must say we have a tremendous Office of History and Preservation that is headed by -- where is Farar?

Ms. Elliott. Right over in the corner in the cool section.

Ms. Miller. Thanks, Farar. And Farar has been really busy. In 2004, the Clerk's Office started a project of web sites that feature oral histories, and we have devoted a lot of effort to this. It has really been a labor of love, and we have oral histories dating back to the 1930s.

Among them is Bill Goodwin's oral history—Bill Goodwin was a witness to the 1954 shootings in the House Chamber.

And another one features Frank Mitchell, who in 1965 became the first African American page to serve in the House. And I must note that Mr. Mitchell was our guest speaker at our recent page departure ceremony.

We have had interviews with former Clerks, including Donn Anderson, with the handlebar mustache. Donn has been associated with the House for 50 years. He started out as a page and worked his way up and became Clerk of the House for a number of years. Needless to say, he had plenty of stories to tell.

Irving Swanson was the Reading Clerk who took the roll call votes to declare war against Japan, Germany, and Italy in 1941. The Reading Clerk in our Chamber reads all of the gory details of the bills that the House is considering. So that was interesting.

And then we had an interview with Cokie Roberts. Cokie, as many of you know, is the daughter of Hale and Lindy Boggs. And I can remember the times that we used to sneak in

the back of the cloakroom, especially during special orders in our Chamber. I had, as a staffer, the dubious honor of trying to help the presiding officer during special orders preside and get the Members up. So Cokie and I, sometimes when she was waiting for her mom, would sit in the back of the Chamber and shoot spit wads at whoever was talking. But anyway, those were the fun times. Needless to say, Cokie didn't mention that in her oral interviews.

But those are the kind of things that make the interviews very rich. So for any of you that have not had a chance to go to our web site, it is really fun and it is interesting.

As we speak, our staff is updating them. The site features full interviews. There is audio, video clips, biographies, images, and lesson plans. One of the things I like about what we have tried to do with our web site, and everything we do in the Clerk's Office, is to make it accessible as a teaching tool for our schools. That is a legacy we have been trying to leave: to make sure that our history lives, and we are working with teachers to make sure it gets out.

We have had lots of success with our web site, with thousands of monthly visits, and more interviews are being conducted and added to our web site as we speak.

The Clerk's History staff is also researching and writing "Hispanic Americans in Congress." That is our next volume in the series of *Women in Congress* and *Black Americans in Congress*. Those first two books were *Library Journal* choices for the top government publications in 2007 and 2008.

"Hispanic Americans"—that book is underway now—will have an equally fascinating story. Although the profiles are of a smaller group of Members than the previous two books, it presents some unique research challenges requiring intensive archival research in 19th and 20th century records and the translation of many resources. I have signed so many invoices for our staff who are traveling and purchasing new kinds of tools so that we can interpret and get to the root of what our Hispanic Members—especially in the 19th and 20th century—contributed as a part of our Congress.

The curatorial staff has been working on several conservation projects. Farar has been trolling the Web. What is the name of the site?

Ms. Elliott. My favorite? E-Bay.

Ms. Miller. Every few weeks I get a list of what we want to purchase—rare historical objects, and something we want to make sure that is preserved for our Members. We will find a place to display all of this memorabilia.

In your packet you will see—our booklet on Statuary Hall: the “National Statuary Hall Collection.”

I have been around here a number of years, and people look at those statues in Statuary Hall and wonder who they are. This booklet gives you a synopsis of who these folks are, which I find quite interesting.

Robin Reeder, who will give you a full report in a few minutes, and all of the other archivists have been quite busy in putting in compact shelving in our holding area. It gives us an opportunity to have more historical records right here on the Hill and increased our shelving space by 65 percent. It is quite expensive, but it is a good thing, right, Robin?

Ms. Reeder. Right.

Ms. Miller. If there are no questions or queries about our report from the House side, I would like to recognize my friend and comrade, Nancy.

## **II. Recognition of Co-Chair – Nancy Erickson, Secretary of the Senate**

Ms. Erickson. Thank you. Lorraine and I were pleased to attend the recent meeting of the

Association of Centers for the Study of Congress, led by our own Sheryl Vogt. And we were pleased to hear the Archivist's keynote address where he described the history of the Center for Legislative Archives. But most importantly, he pledged his support to strengthen and provide resources to the Center.

And I think it is fair to say, Lorraine, that his remarks were well received by the attendees.  
Ms. Miller. Yes.

Ms. Erickson. On a personal note, Lorraine and I have appreciated having the opportunity to get to know David, especially over lunch. I think it is fair to say in his brief time at the Archives, he has quickly identified that the Center needs more help and that the Congress is an important customer of the National Archives. As I told folks in the Senate, the new Archivist “gets it.”

Lorraine and I and this committee look forward to working closely with you in the months ahead.

The Senate played an important role in the Association's program as well. Jan Zastrow, who is here, is archivist for Majority Leader Reid. And Nan Mosher is the archivist for the Republican Leader, Senator McConnell. And they reported on a survey they had conducted on the topic of what archivists do in the Senate. This is the first time that both leaders simultaneously have archivists on their staff. And we are grateful for their hard work to preserve the leadership records.

In addition, I think it is fair to say they are important role models for other offices in the Senate. Both Nan and Jan have graciously hosted meetings of the Capitol Hill Archivists and Records Management group, better known as CHARM, which is an informal group of archivists that get together periodically to discuss an archival topic.

I understand that the next meeting of CHARM will be held at the Center, where our archivists will see firsthand how documents are delivered, processed, stored, and loaned back to the

Senate.

On the subject of loans, I learned that in fiscal year 2009, the Senate had 214 separate loan requests totaling 1.5 million pages. David, we keep your vans busy.

I am pleased to report that we are seeing progress in our efforts to strengthen committee archiving. Joining the five committees already enjoying the benefits of a staff professional archivist is one additional committee. Thanks to the leadership of Chairman Chris Dodd, the Senate Banking Committee has created the permanent nonpartisan position of archivist. Anu Kasarabada has been hired to assist the committee with archiving its paper and electronic records. Our Senate Historical Office will take credit for her career success, since she was our intern in 2005 when she was a student at the University of Maryland. Given the financial regulatory bill, we know she will have plenty to keep her busy.

We are continuing to host the Senate's brown bag meetings in an effort to reach out to our newer and more established Senate offices. The winter issue of *UNUM*, which you all have, is the Secretary's newsletter and is distributed to all Senate offices. It features an article based on a meeting entitled: "What Can an Archivist Do for You?" This discussion was designed to encourage offices to either hire an archivist or to train someone on staff to handle records management and archival duties. We shared this article with the attendees at the Association of Centers meeting and many felt that it will be useful for their own collection building activities.

Another recent meeting focused on records storage issues. Will Arthur, an archivist for the HELP Committee, described a recent tour he led of Senate archivists to the Russell attic, where Senate offices are allocated storage space—or cages, as we call them. He described a range of practices, some good practices and some not so good practices, and suggested best practices for managing their storage space.

It segued perfectly to the National Archives' Krista Connelly and Brenda Harrison's pitch for their courtesy storage services at the Washington National Records Center, as well as the

Senate Sergeant at Arms Linda Daniels and Mike Peterson's presentation on the scanning services they provide Senate offices, as well as their Web-based document management system.

At our last meeting, I mentioned the publication of *An American Political Archives Reader*, edited by our own Karen Paul, along with Glenn Gray and Rebecca Johnson Melvin. I am pleased to share with you that it has been awarded this year's Leland award. This is the society's (Society of American Archivists) oldest award and it is not given every year if there are no worthy recipients. The award committee found the volume to be truly exemplary as a work of scholarship, thorough and well presented, and judged it to be of superior use to archivists. Congratulations to Karen and to all of those who contributed to this volume.

Finally, I am pleased to report that one of our Senate appointees to the Advisory Committee, Dr. Terry Birdwhistell, has just been named Dean of the University of Kentucky Libraries. Congratulations, Terry.

And that good news concludes my report.

Ms. Miller. Oh, great. Congratulations, Terry. And congratulations, Karen. That is wonderful news.

### **III. Introduction of David Ferriero, Archivist of the United States**

Now we will turn to our esteemed Archivist. I must tell you, one of his oversight guys told me that he had a chance to meet Mr. Ferriero. He was talking on the floor one day and said that David is a “good dude.”

Mr. Ferriero. Let me see if I can figure out who that was. I just passed the 7-month mark on the job and have at the same time completed four oversight committee hearings, including one with the guy who called me a good dude. So I have had an opportunity to get up on the Hill and experience government firsthand at these hearings, and have also spent a lot of time

in offices around the House and the Senate getting to meet the folks who are responsible for the records that are being created and for the funding for the Archives. I have had a chance to get a sense of their priorities, and concerns, and also an opportunity for them to get to meet me.

I have been spending a lot of time with stakeholder groups, getting a sense of the issues, and starting to create the agenda for the Archives. High on the agenda are the culture within the agency, our use of technology, and communication with our stakeholders. And internally, space is a huge problem, as you all know, and digitization in general is a huge issue. When I hear about committee pages going back and forth, up and down the street, it bothers me that we are still using a van to deliver loans to the Hill.

The agenda is emerging quite rapidly, as well as my desire to create a nimble, agile agency that responds well to the needs of our various stakeholders and at the same time creates a sense of urgency around the agency.

So one of the joys in this learning process has been getting to know Nancy and Lorraine and the welcoming attitude that you both expressed and demonstrated to me, and the collegial atmosphere that we are working in, and I appreciate that.

Let me tell you a couple of things that are in the works or underway for the Archives. We have just finished, I hope, the last delivery of documentation from the Clinton Presidential Library on the Elena Kagan nomination, which will happen on the 28th. That has been a heroic effort on the part of my staff to deliver 165,000 pages of documentation in record time. We set a new record for delivery of this information, and I hope that not only the Hill but the American public realizes what an extraordinary effort that required.

As Nancy mentioned, I had an opportunity to speak at the recent meeting at the Archives and to publicly thank my staff and to express my commitment to the work of the staff.

Richard and I are joined at the hip as far as I am concerned in terms of ensuring that the



Center is well supported, appropriately staffed, with the resources they need, and we are working on a plan to make that happen.

Another one of the joys of coming to the Archives is getting familiar with the staff to understand and appreciate the work that they do. I am making a point of participating in all the VIP tours of the Archives so I get a sense of what is in the collection and what kind of records we have, and have been absolutely blown away every time I visit the vault because of the kinds of things that it can magically produce. And it is certainly one of the upsides of my job to see the remarkable records.

We also last week were the site of a very successful conference on bipartisanship, “Breaking the Stalemate,” which was organized with our partners, the Former Members of Congress Association and the Bipartisan Policy Center. It was, I don't need to tell you, a timely topic. And it fits into another agenda I have as I am meeting and participating in these hearings and just getting a sense of what is going on on the Hill: I want to find ways that the Archives, as a nonpartisan agency, can use its records and its facilities to bring Members of Congress together in a nonthreatening environment to talk. So this was an extraordinary opportunity for us and I am pleased that we took advantage of it.

If you have not discovered AOTUS, the blog of the Archivist of the United States, I encourage you to check it out. I am weekly talking about things that are on my mind, and one of the things, one of the concepts I just want to share with you, is a new program that I have launched called Citizen Archivist, which is an effort to engage the folks who are using the Archives in sharing what they are discovering as they use the Archives. And this is based on my “100” years of experience in research libraries.

We have all these wonderful researchers who are using the materials, learning so much about what we have, going off and writing a book or writing an article, and taking all of that intellectual capital with them. It would be nice if they could share some of that with us, providing opportunities and easy tools for them to use—sharing what they learned and discovered—so the next person using the records can have a better experience.

So recently I was able to talk about Jonathan Deis, one of our pension record users who is my first citizen archivist, who, in using Senate records discovered a diary from a Revolutionary War soldier that his widow submitted as evidence that she was indeed married to him. We didn't know that diary was in Senate records. So that is a little taste of what is going on in the Archives at the moment. I am pleased to be here.

Ms. Miller. Thank you, David. It is fascinating. You can see there is a lot going on.

We have been joined by our other committee member, Dr. Forrester. Welcome.

Let us take an opportunity for our committee members to make an opening comment; Sheryl, do you want to talk about the conference?

Ms. Vogt. I can. Many people in this room attended the conference, so if I leave out something, please help me.

We are this year going to celebrate “Congress Week” for the first time, which will be about the time of Constitution Week in September. We have a theme. It is “From Main Street to Capitol Hill.” And in this initial round, centers are encouraged to participate to the level that they think they can. We will provide the central theme. We will have some literature related to it, and then it will be up to the centers how they want to participate. Our goal is to let people in the states know that we are studying Congress.

We are also continuing to look at including congressional papers in a database project, based on national standards. We are also looking into grants. Our problem right now is that we don't have an administrative setup for the Association to take care of the financial responsibilities of grants. Maybe one of our institutions can take over that responsibility for the Association.

We have our new web site up and running. It is an improvement over the last one in that it is interactive and members can have discussions. We can have committee work on it. And we

can do other things to publicize our different institutions. So we are very excited to have that.

We have had a report from one of the committees to set up best practices for establishing a center. This is something we are very excited to get out. So our committee will be doing edits that came out of the meeting, and we hope to have something on the web site by the end of the year, if not before.

We are committee driven and have an ambitious agenda, and our committees have quite a bit of work ahead of them in terms of outreach and education.

Our Education Committee chair is Christine Blackerby, who is here. And out of her report we are going to try to have some collaboration with National History Day.

So we have more than enough to keep us busy. We had a very good attendance. We really enjoyed being at the Center for Legislative Archives as our host. The staff there was just wonderful to us. Thank you. Any questions, or does anyone want to add anything?

Ms. Paul. I want to begin by thanking Sheryl for her extraordinary leadership of this group. She really is an organizer, and it was just at the point in the organization's history that this kind of organization was needed. And all of us thank her for all of the time that she put into it. It has really been extraordinary and she has been very dedicated.

Ms. Vogt. One thing I will say about this group is that we are a passionate group. We really believe in what we are doing in preserving the records of Congress and making them available. So many of us have other things that we are responsible for and commitments to other organizations, but this is one that has really come out of a passion for the work that we do.

Ms. Paul. I want to follow up on that. And I think one of my favorite panels was composed of the Former Members of Congress, and they were Representatives Martin Frost, Louis Stokes, and Robert Walker, speaking about preserving their records. It was particularly interesting to

hear the Members talk about the process and to learn how much they were involved with it personally. And so I think that tells us that we do need to do more outreach to the Members directly and try to get them involved.

There was a common theme in that session: “Start early in your career,” was voiced by all three. At the end of the session, I asked Louis Stokes what advice he would give to those of us who are trying to inspire all Members to preserve their papers. And he didn't hesitate a moment. He said, “Wage a constant campaign.” I just loved that response.

Ms. Miller. As a matter of fact, I talked to Mr. Stokes about that, and he is going to come before the Democratic Caucus. He is going to help us organize a bipartisan group of Members—former Members—that will go to each of their caucuses, the Republican Caucus and the Democratic Caucus, to try to encourage Members to preserve their papers. It is a daunting challenge. As my mom would say, “Sometimes you have to be careful what you ask for, you might get it.” But we have to be able to take care of them.

This is one of the reasons that Robin has increased our archival staff a little bit. We may have to increase it again if we really get the kind of response that we hope to get from our Members. So it is great. Thank you. That is good.

Ms. Vogt. Another session featured three reporters who report on Congress. This was arranged by Jan Zastrow and was very well received. It included reporters from *The Washington Post*, *Christian Science Monitor*, and *The Hill*. And I think we all gleaned a lot of information there on why we should be saving journalists’ papers—especially from people who report on Congress and the political scene.

Mr. Hunt. I would just like to add that the session with former Members was spectacular and exceeded our expectations, since they all spoke to the topic.

Ms. Miller. They are former Members, that is why.

Mr. Hunt. I organized the session and sent them an e-mail suggesting what they might speak about 4 or 5 weeks before. Never heard back from them except one unnamed member who called me that morning and said, “What is it you wanted me to talk about?” I got a little worried, but they all stayed on point. I thought—and I am glad that you said you were going to use their talents to make an appeal to current Members—that some edited version of that session would be perfect for new Members during orientation week, because the former Members spoke from the heart and from experience; they were ambassadors for good record keeping.

And I would also like to add that the Archivist's keynote address will be reprinted by the Carl Albert Center in its journal, *Extensions*, which is also featuring pieces by Sheryl and Ray Smock on ACSC. So the prominence of ACSC is going to be uplifted considerably in the future.

Ms. Miller. Any of our other committee members have opening comments they would like to make?

Mr. Birdwhistell. I would just make an observation that the leadership that is coming from the House and the Senate, the Archives, and these others organizations that are working together, in my years on this committee, I have never been more hopeful or more optimistic in terms of the progress that we are making, with Richard's office helping lead that effort. Although there are huge challenges already, I have a sense of optimism that is higher than ever regarding this effort.

Ms. Miller. Thank you.

Mr. Forrester. I have a question. Does C-SPAN have plans to broadcast the ACSC session with former Members?

Mr. Hunt. We have asked many times. I think they might hold it for their new history channel's programming, which is debuting in the fall. I will let you know as soon as they tell me.

Ms. Miller. Great. Thank you, everyone, for your comments. We want this to be interactive.

#### **IV. Approval of the Minutes of the Last Meeting**

Is there objection to dispensing of the minutes of our last meeting? Hearing none, I would like to entertain a motion and a second for the approval.

Mr. Ferriero. So moved.

Mr. Cooper. Second.

#### **V. Discussion of on-going projects and activities**

Ms. Miller. All right. As we move on to our discussion of ongoing projects and activities, I would like to recognize Karen Paul, the Senate Archivist, who will tell us about some of the projects in her office that she has been working on.

Ms. Paul. Thank you. I want to share one further thought about the ACSC meeting. That is in regard to the panel of congressional correspondents that Sheryl mentioned. I would like to second what Sheryl said. I think it was obvious that centers should consider collecting the papers of journalists. They cover Congress on a day-to-day basis, 7 days a week, 24 hours a day, filing reports. Yet not one of the three had made any plans to donate their collection. These are three people who probably know more about what is going on in Congress than any other three people you could find.

What also became obvious in that session was how journalists do research today. And it was amazing to see how dependent they are on the Internet, on on-line sources for the stories that they are writing. They readily agreed that the whole nature of their research lacks the kind of depth and historical perspective that journalism once had.

So as archivists and center directors, I think we need to think how we can begin to address the need for journalists to develop more perspective. This is a topic for a future seminar, but that

nugget coming out of that session was really quite eye-opening for all of us.

I want to follow up on my December report in terms of our office projects. In December, I reported that we were going to begin providing more information, and more context, to the series that we are sending to the Archives. We spent a number of months developing a new documentation form that incorporates elements of EAD and DACS, which is the Describing Archives Content Standard. I want to thank all the committee archivists here for bearing with us, because I think we went through about seven iterations of this form. It was challenging even for the professional archivists on the staff.

The form now provides the Center with a lot more information about what we are sending. We are now capturing additional information, such as the names and titles of staff and their dates of service. We have standardized the series titles. We are providing arrangement information, we are picking out topics of interest in the collection, named entities, and also we are listing document types.

We now have a way to analyze the quality of the documentation that we are sending, what is being included and what is not being included in the records that we are sending. We have rolled out the form and we are requiring all committees to use it.

We also have created a form that better describes the content of electronic records that we are sending, and we were able to do this largely through Allison White, who has a background in digital curation. So now when we send electronic records, we have a much better description of the contents contained; for example, if we send 20 years of shared drive material from a committee, the Center can include our information in its new finding aid, which will allow researchers to access those files when they are opened.

One of our long-term challenges in the Senate has been the records of the Intelligence Committee. We set up a series of meetings with committee staff over the winter to talk about moving declassification forward and ways to get better descriptions of their records. We are halfway there because the committee did decide to go ahead with declassification of the

Church Committee records, which comprise about 145 feet of records, and our understanding is that they are very complete. They are working to provide the funds to accomplish this, which will require somewhere in the neighborhood of \$4 million to get that much declassified.

On electronic records, we are continuing to work with the committees, and the Secretary mentioned that the Senate Banking Committee, thanks to the decision of Senator Dodd, has created an archivist position. I think Anu Kasarabada starts on July 6th, and Anu is here. She does have her work cut out for her, as there is a tremendous volume of electronic records for this committee.

Our wish, of course, is to have most committees either in the process of archiving their electronic records or with some plans in place by the end of this year to do so.

On the personal papers front, 15 percent of the Senate is retiring, we know so far, at the end of the Congress. We have put together timelines for closing an office, provided information packets, and have reached out and met with these offices. And we have met with a good response; nine have settled definitely on a repository and the others are in the process of making that decision.

Also as a result of one of the brown bag lunches that the Secretary mentioned, we were inspired to think about ways to improve the new Senators' orientation. And I think there are some good ideas that are coming forward, especially to talk with the Members about their papers up front; perhaps when they have a tour of the Archives or some other opportunity like that.

We have a handbook, "Opening an Office," that has a lot of good information. We are looking at that and have decided to repurpose some of that information to develop an office archival tool kit. It will include some of the things that are in the handbook and some quick cards that we have developed for other kinds of archival tasks. We want to create this tool kit so that down the road an administrative manager might be able to use the tool kit to more



quickly address record-related tasks.

Katie Delacenserie is Senator Dorgan's Archivist and was hired to help him close his office. She initiated a staff exit interview for his office that we have shared with other Members' offices. She is already having great success, having implemented this form with current staff and found out some interesting things. She has used it with departed staff, who provide some history about what their most challenging task was. We have also developed a similar form for committees. If an exit interview is good for Members' offices, it will also provide us better information about the records we are getting from committees. We have about five or six questions that can be asked verbally to gather feedback.

And that concludes my report.

Ms. Miller. Thank you, Karen. Your office is always busy serving the interests of the Senate.

Mr. Ferriero. Can I just say that on this topic of the depth of news now, and the impact of the Internet on journalism, that is a topic of research at the Shorenstein Center at Harvard, where they study public policy and journalism. Alex Jones is the director and has recently written a book called *Losing the News*, which talks about this. It is a topic I am very interested in and we should think about doing a program on it.

Ms. Paul It would be a great program.

Mr. Cooper. Just to follow up on the Archivist's comments. I may be overlapping into the Center for Legislative Archives activities, and I may not be aware of everything Sheryl has underway, but I think from time-to-time we need to be more focused on dissemination and education. Obviously, we are doing a terrific job in terms of the preservation of records, and worrying about formats and all the rest.

But there are two other concerns that tend to get short-changed, although not as much as they used to in the past. One is dissemination and one is education.

On dissemination, I would like to see a short report on what our mechanisms for dissemination are at this point in time. Once we have a list of the ways we disseminate information, we can discuss alternatives.

There is a whole scholarly community out there and I don't know how well we are really disseminating what we have to them. I know we have gone to scholarly meetings and done presentations, but it would be nice to have a list of what we are doing, what we think are our dissemination activities, and then look it over and see if we can enhance it and coordinate it. That would be useful to reach the press as well. The scholarly community and the press are the two constituents of interest on this front.

Sheryl knows that I was a founding member of the Association, but I haven't been that active.

Ms. Vogt. You will have to come back.

Mr. Cooper. Now I am an individual member and everybody else is representing an institution, so it's a little odd. But in any event, the centers and the groups that are in the Association are in some way or another concerned with archives. But some of them are very concerned with education as well: such as the Lee Hamilton Center or the Dirksen Center.

Both the Hamilton and Dirksen Centers, and perhaps others, have extensive programs in terms of helping high school students and teachers. Is there some kind of link so that when we prepare educational material that it goes to the centers for dissemination? We are not going to be able to do that much educational work, so we have to depend on the centers as our arms. It would be nice if there was some input from the centers, or at least talk back and forth, about what kind of materials would be most helpful for them. Then, we could direct or at least focus some of our activities in the educational arena and coordinate and help them prepare materials. Then, we could encourage more of the centers to be our arms for public education.

Ms. Vogt. This is something we want to do, and this is a subject Christine Blackerby's committee is looking into. Some people already do have K-12 curriculum materials up on their web sites. How can we share this information so we are not constantly reinventing the wheel? We don't want it to be proprietary for each institution. We hope each institution will share and we can learn from each other.

Mr. Cooper. I agree with that.

Another dimension is the Center itself helping them prepare these materials. Obviously, you have got limited resources, but to some degree if you had some sense of what their needs were, perhaps you could help them with material.

Mr. Hunt. We are ready, willing, and able to play that role. We have representation on that education committee. We are building a number of new partnerships on the education front, and I think we are coming to the same realization that you have: We have had a level of success, but we haven't had as much effect and impact as we would like. For the first time, under Charlie Flanagan's leadership, we have an education person leading our outreach program. In 6 months to a year, let us report on our activity on that front; I think you will be pleased.

Mr. Cooper. I just want to highlight those concerns because they tend to get lost.

Ms. Miller. That is one of the reasons that we have lesson plans on our web site, for our books—*Women in Congress* and *Black Americans in Congress*—so that secondary school teachers can use them. That I think is one of the reasons that we get so many hits, because teachers are looking for teaching aids. We don't do a huge effort to market our books, but we get all these hits on our web site, because we provide those lesson plans.

Mr. Birdwhistell. I think there are several models around the country right now that are taking that approach with curriculum guides, providing the ability to go to a site like the Kentuckiana Digital Library and see documents and photographs, and listen to oral histories.

Everything is interactive, and I think the role of the Center is one of trying to get your arms around that and get everything working together.

I think we are at a stage right now where all of this is developed independently and one of the great things about what we do here is that we can start trying to coordinate that a bit. But there are lots of efforts in that regard going on already.

Mr. Thomas. If I could just add, there are a lot of centers that have been doing education for a number of years. That is their focus. There are a lot of other places that have never done it, or would like to do it but just have a hard time taking that first step. And I think what would be helpful would be some sort of best practices document or a "how to" manual to get started. Something of that nature, sharing expertise, lessons learned, things of that nature.

Mr. Zink. It seems to me that one of the issues of doing K-12 content is the bar to entry to the materials, to getting them into a curriculum with all the pressures that K-12 curriculums face. Many States have electronic encyclopedias of their States. I know Georgia has a very good one. We host one as well. And the more interactive materials you can put into that, which is fairly well-known on a State level, the more interactive materials you can inject in that, the much easier it is to pull it off in a consistent format and use within the classroom.

Mr. Hunt. This discussion has surfaced a lot of great ideas.

Mr. Cooper. We have a great vehicle now with you and Sheryl working together. And I just wanted to point that out and hope we will have some reports and be able to consider the character, effort, and the coordination of efforts. Not that we are going to conquer the world. We are not going to conquer the world. But we have a better vehicle than we have ever had.

Mr. Hunt. I agree with you and with Terry. There might have been some years of wandering in the wilderness, but we have emerged into civilized society and are ready to help.

Ms. Miller. Sheryl, is there anything else you want to add as a summary overall about the

Center and the meeting we have just concluded?

Ms. Vogt. I would say that while the Center has the records of committees—the official records of Congress—we have most of the Members’ papers, and the more we can talk with each other, the more complete picture we can give of the work of Congress. And that is what we are about. And it is not just the preservation of the record, as Joe mentioned, but also the educational uses; it is providing access and producing something scholarly and worth preserving for our democracy.

Ms. Miller. And, Joe, on top of that, Bernard has been raising the social media part of it at a number of our meetings. I am not a blogger or a Facebook kind of person yet.

Mr. Ferriero. Do you tweet?

Ms. Miller. No, I don't. I don't tweet. I know, I know. I am going to have to come into the 21<sup>st</sup> century.

Mr. Forrester. In light of that, this past year we had a graduate student create a Facebook page. It is amazing the hits that we have gotten from it, where people who knew Barbara Jordan growing up are sending us pictures and letters. And then we also have a blog attached, and they will either call or write and will add to the blog and the narrative.

This adds another aspect to the historical narrative about Congresswoman Jordan. Maybe it is because they are anonymous, but some amazing things surface—the nuances, the little childhood stories and adult stories that they add about the Congresswoman. Some dire situations and stories you might never read about, they remember particularly. Or she did something for a son or a daughter or things like that. That also begins to build a better understanding of the true nature of what Congress is supposed to do, or what a Congressperson is really supposed to do in society.

I am excited about it and trying to expand it as much as we can.

Ms. Miller. That adds context. That is one of the things I like about our oral history web site, it makes the history come alive. It is not a dry manuscript, “this person was born 1832” kind of thing. It gives more of a context of what the person was about and makes it that much more interesting and inviting for people to read. I think that is what David was mentioning when they discovered this person from New Hampshire whose pension file was sent to the Senate. This is a great discussion and thank you, Joe, for initiating it, as you always do.

At our last meeting I talked about what we were trying to do with a new project that the Office of the Clerk had put together, that we are really proud of, and continue to work on. It is our “House Live” site. This is our interactive realtime view of what is going on on the House floor. Members can actually go to and use our site. So if Congressman Joe Barton—I just happened to think of him because he is a Texan—wanted to go to see his statement on the floor, all the staff would need to do is go to our Archives, click on that, and they could pull up that particular statement; and he can take it and put it on his web site if he chooses.

So we wanted to give you a bird’s-eye view of what house Live looks like and how it operates. And to do that for us is Bob Reeves, who is our Deputy Clerk. Bob is a specialist in technology.

Mr. Reeves. Thank you, Madam Clerk. We will give you the 20,000-foot level here. You can get to House Live one of two ways; either going to the Clerk's web site, which has a link that will take you to House Live. We are calling it right now “House Live Beta.” It was released on April 26<sup>th</sup>. Or you can go directly to House Live by typing in “www.houselive.gov.” As you can see on the screen, it will bring up the live video. Or you can pick a date. If we go to the main page, this is live and from June 21<sup>st</sup>.

Ms. Miller. This is our pro forma session today?

Mr. Reeves. Yes.

Mr. Reeves. As you see, if there is a live broadcast going on, at the top it will say "in progress." As Madam Clerk said, that was today's pro forma session.

Mr. Reeves. But otherwise, you'll see all of the days, with the most recent videos first. So as you can see, it runs from June 17 backwards. If we just pick one of those dates, let's say we will go to the video on June 10, the application will automatically start. There are two components to it. There is the video piece, and then on the other side, is the floor summary. You can hide that if you are not interested in seeing it just by clicking on the tab, or you can go to different events in the day and jump directly to the event.

So if we wanted to jump—let's say we wanted to go down and go to the Pledge of Allegiance—it will jump to the Pledge of Allegiance. You can turn on closed captioning. Help is self-explanatory. You can take the current link, save it, and send it to someone so that they can come and watch the video from the same spot.

Also, on the floor summary side, we link to the text and status of the bill. We simply link you to THOMAS, where that information resides. And then you can go back from there or you can go back again.

We also have voting results for any of the roll calls. You can see what the issue was, the result of the vote, who voted yes, who voted no, et cetera.

Ms. Miller. So Bob, if Mrs. Foxx, for example, was giving the Pledge of Allegiance, she can take that clip, put it on her web site if she chooses to.

Mr. Reeves. Yes.

Ms. Miller. Or she could take those vote summaries and the text for the bills, the bill number and the actual text of it.

Mr. Reeves. Yes. Now, internally, we give Members more capabilities than the public. The

way the process currently works is we film or we video the whole day's activities. At the end of the day, when we go out of session, we take the closed captioning, the spoken word, and we integrate all those words and the floor summary into the video so you have all the tools available for searching. By doing that, we also give you the ability to search on any word that was spoken on the House floor and find the iterations where it is spoken, which I will show you.

But a Member can download the video, as the public can, download the video to their PC or their server, and then with tools that they may have on their desktop, they have the ability to go in and start at the beginning of their 1-minute speech, stop at the end, take it out and then post it on their social media site.

Let me show you the search function. Please notice that what we have available is everything from the 111th Congress. For the first year of the 111th Congress—because we had to go back and convert that from tapes—you cannot jump to specific points in the video as you can here. If you search any of the search results, you can go specifically to that point, but as you saw, when I jumped to the Pledge of Allegiance, you cannot do that for the first year of the 111th Congress, because we weren't able to get those points in the video.

For key word searches, there is a simple search and an advanced search. And when you do this search, you are actually searching all of the video that we have available. So if you typed in Ms. Pelosi's name and hit enter, you can see that there are 190 results. And you can click on one of these, and it will bring you to March 11, to that point within 30 seconds or so of when her name was spoken on the floor.

Or you can go to the advanced search. One of the advantages of the advanced search is you could look at a range of dates. So if we picked June 1 through today, we would narrow our answer set. It comes back a little bit faster, but basically, is the same type of thing.

You can subscribe to RSS feeds. They are not live, but they are after the fact. One of the options we are considering as an improvement to the tool is whether or not we can provide



those in a live fashion.

One of the things that we have also done is when we have special events—if the President or a head of a foreign nation comes and speaks to a joint session of Congress—we have left them on the date that it occurred. So if you went to that video for that day, it is still in that video. But we have also carved them out separately.

So here we have a list of the joint sessions, including when the Mexican President spoke and when President Obama spoke. I believe we have six of them here all together. Let's see. Yes. Here's President Calderon, and President Obama, and Dr. Merkel. And this is just that specific special event, just when it started to when it ended.

This is the high level tour of the capabilities.

Any questions?

Mr. Smoot. One of things I really like is the ability to build your own RSS feed which lets you plug in a key word, so whenever that key word is spoken, like “Archivist of the United States,” whenever video on House Floor mentions that term, you would know it. Not to push Apple, but there is a great House Live page on iTunes, so if you wanted to download the entire day's proceedings, which is about two to three gigs, you can watch the video on your iPod or just get the audio.

Mr. Reeves. And as mentioned, we do provide the ability to download it. But if you are hooked up through a modem, I would advise not doing it because, as mentioned, the files are quite large and they could be a gigabyte or more, depending on the length of the day.

Mr. Smoot. You need a big tube.

Mr. Reeves. Yes, you do.

Ms. Miller. Any other questions?

Ms. Paul. For a Member retiring, is there a process by which they could get a copy of all of their own speeches, for example, in the archiving process?

Mr. Reeves. There isn't right now.

Ms. Paul. Or would the Member be responsible for doing it on their own?

Mr. Reeves. They would be responsible for doing it. My understanding of the way the process works today—before House Live—is that if a Member wanted their 1 minute speech, they would contact the House Recording Studio and the House Recording Studio would create it for them for a cost. And from talking to the head of the Recording Studio, that takes about two people almost two days a week just to keep up with the requests to clip out those speeches and different things for Members today. Our hope is, of course, to be able to make the Members, their offices, more self-sufficient in getting their own clips out.

Ms. Miller. Any other questions for Bob?

This is a part of the House's effort and the Speaker's to support honest, open, and transparent government. We want the public to see more of the interactions and the ongoings of what happens in the Congress. This is clearly our effort to do that, and then to make it accessible to Members and to the public.

Bob, what kind of hits are we getting on this?

Mr. Reeves. After the first 6 weeks, we had 52,000 hits, which was approximately 4,500 hours of video being watched.

Ms. Miller. So people are actually looking at this. This is a whole new kind of venture for us.

Mr. Reeves. And we have gotten feedback from bloggers and feedback from people that have just gone to the web site and also internally, and we are working on some features for the next release.

Ms. Miller. One of the things that we wanted to do was pay attention to what the users were saying. Bob has compiled a list of numerous things that people suggest. These requests have been prioritized. And so we are trying to go back and fine tune it so that it is really user friendly; so that the public and our Members have an opportunity to avail themselves of what actually is going on on the floor at any moment.

My only qualms about it concern what people could do with it politically. Somebody could take something and instantaneously turn it into something it wasn't and interpret it. But that is the world we are living in and if we are going to be more open, it begs a lot of fodder from the other side of wherever your opponent is. We didn't run into a whole lot of policy questions about the use of it, however.

Mr. Cooper. I think it is great because you don't have to then be dependent on reading the *Congressional Record* if you are doing a research project. Let's say you are following a bill in a particular session. You don't have to read the *Record*, although reading the *Record* is always nice, if you get it. Or you don't have to be there when they are talking on the floor at that moment. It is there for you. You have a project, you can then get into this web site and you can follow a bill, or you can look through the Rules Committee on four or five different bills. I think it has lots of possibilities.

Ms. Miller. One of the things I like about it is that the written word may not convey the passion that a lot of Members have when they are making floor statements or speeches.

Mr. Cooper. When I worked in the House, they used to rewrite the *Record* on the floor anyway.

Ms. Miller. Okay, Joe. Moving right along.

Mr. Cooper. Put an end to that.

Ms. Miller. Well, we have to do some kind of courtesy edits.

Mr. Hunt. Madam Clerk, we should have some discussions about your expectations on the archival side. You are doing this for the current Congress, but I am assuming you will continue to do it for future Congresses, so you will have a past record at some point.

Ms. Miller. Yes. And I knew that Forrester was going to raise that. David, we will discuss it over lunch.

Mr. Ferriero. What about committee hearings? Is that the next frontier?

Mr. Reeves. Committees each have their own island kind of scenario. But today there is a method for committee hearings to be put on the web. There is some discussion of doing it similarly to this. We are not really part of that. But I have been in some meetings where they are having a discussion of doing something similar to this for committees that want to participate. And if that eventually happens, the hope would be that we could integrate the databases so that if you search H.R. 12345, you get activity at the committee level, and activity at the floor level, so you have a full picture of everything that happened.

Mr. Ferriero. And where are those discussions going on?

Mr. Reeves. Right now in the Committee for House Administration, which does oversight for technology at the committee level.

Ms. Miller. At one of our oversight hearings, that was one of the first things they asked me: Madam Clerk, when are you going to do committees?

Ms. Miller. Bob, can you talk a little bit about the archival part of this, what is entailed, how

are we storing this?

Mr. Reeves. Currently it is stored in four different places. We store it internally because we host the application for internal users. We have a vendor that we work with on this, called Granicus. Granicus is the public face, although it has all of our branding on it. They are the ones who have the network and host the application to the public. And then both of us store it for disaster recovery purposes at our backup sites. So we have it right now in at least four places. And we have enough disk space that we haven't really seriously thought about, well, what are we going to have to do when we take this off?

So right now, for the next year or two, we are in pretty good shape as far as keeping it all on-line and available. And then we are going to have to start thinking about, what do we want available immediately, maybe something that is available more near term, but still available on-line, and then how do we actually archive the pieces that we perhaps don't keep on-line.

Ms. Miller. We are really making a major effort towards transparency, which has been an enormous effort on the House side. It is a fascinating venture. It is always amazing, the committees will sit and think about and come up with these ideas of things that they want us to do for transparency sake, but never talk to us until they are well into the legislative process, and then they will say: "Madam Clerk, Madam Secretary, we want a searchable, sortable downloadable system." Well, where does the searchable, sortable, downloadable money come from to do this technology? So we are trying to get ahead of the curve. Thank you, Bob.

Mr. Reeves. Thank you.

## **V. Center for Legislative Archives Report – Richard Hunt, Director**

Ms. Miller. Committee, we are now coming to the most intensive part of the meeting, where the rubber meets the road and where we are with the Center. And we'd like to entertain our

report now from our Center for Legislative Archives, and Mr. Hunt, Richard Hunt.

Mr. Hunt. Thank you so much. In your briefing packet you will see our mid-year report, which covers all of our activities. You will notice it has a new organizational scheme, and this is part of what we have been doing in the redefinition of the National Archives on many fronts, focusing on our customers.

Now, we always knew we had customers since we deal with the House and Senate on a daily basis. But we began to track our time and our use of staff resources by the audiences that we serve. And I was so pleased to see that 85 percent of our activity and staff resources are either helping the House and the Senate, helping scholars and researchers use the records, or providing educational services to the K-12 community or college students and professors.

This tells me we are using our time wisely and is a good check on our activities and how we are organizing ourselves to meet our strategic priorities.

You will find all of the programs and activities represented, and I am going to talk about a few today—those of most interest to this committee. The first would be the next-generation finding aid project and the meeting of the task force on description, which was created at your last meeting in November. The task force has an extraordinary array of talent from around the country, all with some knowledge of the congressional record keeping world or the congressional information world. The task force assembled for a day-long meeting and a follow-up teleconference. We have over 200 transcribed pages of notes from those sessions, which was a very productive start for the task force.

And I would characterize the meeting as a get-to-know-us and get-to-know-our-world session. The Center for Legislative Archives—its archival practices and descriptive systems—are not well known or understood outside of our small world, so we were sharing information and briefing them about that.

In the same vein, we had some of the leaders in the National Archives talking about the

Archival Research Catalog, ARC, which is the main line delivery system for information about records for the National Archives. There was also a glimpse into the future with the On-line Public Access system, which is to provide access to both ARC and ERA.

We also looked at our audiences with this group, and the various access issues as to how people want to find information about the records of Congress and how are we going to meet those particular needs.

And finally, we concluded in an area that Karen and Robin have touched upon: how do you capture information from the entire work flow and the life of a record from its creation by the committee, its use as a current business object by the committee, its transfer to the House or Senate Archivist, and its subsequent transfer to the Center For Legislative Archives? And so we spent some time on how we would capture information from that process in an automated system.

At that point, I felt we had prepared the task force and they were ready to receive some additional work product from us. This committee is going to be well served by the task force, which can provide sure handed guidance and recommendations for this committee's consideration.

To create the work product and further analyses of what we do at the Center and how that needs to be improved, I made a strategic decision that the fastest and the best way to proceed was to get on-site contract help from experts who could come in and work with us full-time over a 6-month period of time. I received approval from the Archivist of the United States and the Assistant Archivist for Record Services to fund a contract. And starting in January and ending on June 8, Natalie Rocchio and I have been working with procurement on perfecting that contract. I am happy to say that it is on the street. There is a copy of the performance work statement in your briefing book, so you can see what it is we are asking for.

The bidding closes on June 29. So I am hoping by July we have a contractor on site and we

can get to work and provide the materials that the task force needs to make some credible recommendations of the way forward, which we can then report to the committee in December.

So my decision on the right way to go and the fastest way to go may have been half right. It hasn't been fast, but I'm confident it's the right way to proceed.

Mr. Ritchie. Richard, could you address that issue because we talked about this at the last meeting, and as you mentioned it took from January to June to get this together. Was there some problem? What was the sticking point in producing that.

Mr. Ferriero. It is the antiquated procurement process that I inherited.

Mr. Hunt. It is kind of you to say so.

Mr. Ferriero. And that is one of the things that I have learned also.

Mr. Hunt. There were rookie mistakes on my part as this is our first procurement activity. But I think it is fair to say, although maybe not everyone is happy to hear it, that our support outside the agency often exceeds our support inside the agency. We are considered something of a distinctive, unique, and not necessarily main-line operation within the National Archives, so there had to be a lot of convincing to go forward.

Ms. Miller. Sort of like the Office of the Clerk.

Mr. Hunt. Perhaps. You have to justify your existence to people.

But David is fully aware of the situation, and I think we are going to get to a more streamlined and efficient operation. So there is light at the end of the tunnel. But I apologize for not delivering more than that at this meeting. No one's more frustrated than I am.



Ms. Miller. Okay. Any other questions?

Ms. Paul. I have a question. I may have missed it in here, but in the work statement I don't see it stated that the study and the products that the task force will be able to evaluate include relating the descriptive product that the Archives pursues with the larger research world, with, like, World CAT and OCLC. And as I say, I may have missed it. I don't see that in here. And it was my impression that that was a characteristic that we were hoping for in the new finding aid.

Mr. Hunt. It is there. Under specific tasks, there is a phase 1, phase 2, phase 3 and phase 4. And phase 2, under task 3.2.1, calls for a survey of the best descriptive practices and systems in use in the archival and library communities. And that would include the systems for disseminating descriptive information. We really wanted it open ended, to take advantage of the most effective ways to categorize and describe this information.

Ms. Paul. Okay.

Ms. Miller. Sheryl.

Ms. Vogt. I think one concern we have is that most of the repositories that have Members' papers are moving in the direction of national standards for Encoded Archival Description. We really want, at some point in time, to have a database where we have all of our materials and we can search across collections in repositories. The records of the committees have to be part of that for us to have a complete look at what we are searching for. So I think that there is a real sense from the repositories of Members' papers that we really do need the Center for Legislative Archives to be able to interface with us. That is really one of the main reasons we need to have this done. And so I hope that can come out of this project.

Mr. Hunt. EAD was a topic of discussion at our task force meeting, and it was one of the favored solutions. So I think, we have good prospects on that front.

Ms. Paul. To follow up with the idea of a MARC-like record, it has use for those of us researching the closed records category as well. And while I understand the necessity to have an accession database and so on, but to have the ability, for example, to find everything related to SALT I in a number of committees is as useful for us as it is for researchers. The fact, whether or not something's opened or closed, isn't maybe as big a distinction as it sounds. We have the same research needs to pull and locate things in 50,000 feet of records.

Mr. Hunt. Right.

Ms. Paul. So I just wanted to make that point.

Mr. Hunt. The background section of the performance work statement describes the world as it exists today. This project aims to transform that world. And it certainly includes better search capabilities for you and committee staff on the records that they have exclusive use of.

Ms. Miller. So Richard, you believe you will be able to give the committee some kind of report in December?

Mr. Hunt. We believe that the task force will be able to report.

Ms. Miller. In December.

Mr. Hunt. In December. Right.

Ms. Miller. The committee would normally meet again in November.

Mr. Hunt. Well, November will be close. The task force will be in the drafting stage.

Ms. Miller. So do we want to consider an early December meeting before the holidays descend upon us for our meeting to take advantage of the report from the task force? What do you think? We don't have to make a decision now, but I would like to put it on the table

so that we could consider it. If we did something in our next meeting in early December, we would be able to take advantage of the task force. And that could be a major agenda item because that will be one of the things that we really want to get our arms around.

Ms. Erickson. Hopefully that December meeting date will be a good incentive for the task force.

Ms. Miller. Sure. And especially if we do it at the top of the month so Joe can have his holidays. Anything for you, Joe.

Okay. Richard, thank you. I am always amazed and impressed with your congeniality and how you push the edge of the envelope just so.

Robin Reeder is the House Archivist. And Robin, could you give us a report on your activities also?

Ms. Reeder. Certainly, thank you. We have been ramping up for the end of Congress, and we have been meeting with Members who are leaving the House or have already left. And we are also preparing for the onslaught of committee records which we will be receiving. And we are so happy to have the compact shelving project done so that we will have plenty of space for all the new records that will be coming in.

In May, we held our annual committee records forum. It was very well attended. We had 59 attendees from 15 committees, and we went over procedures for archiving committee records. Other staff from the Clerk's Office also discussed reporting and transcription services as well as legislative operations. And the curatorial staff of our office discussed chairmans' portraits and what to do and what not to do with art and artifacts in committee offices.

Matt Fulgham from the Center for Legislative Archives spoke about what happens when the committee records go to the Center, and Ashley Smoot from the Center spoke to us about electronic records, which always gets a lot of questions from the committee staff.

Thus far, we have received 67 cubic feet of committee records for the 111<sup>th</sup> Congress, which is not very much. For the 110th Congress, we received 1,350 cubic feet, so we are really bracing ourselves for a major onslaught that will be coming at the end of the Congress.

We still are working very closely with committees to transfer electronic records. Thus far we have transferred a total of 19.3 gigabytes, or 22,000 files, from the House Committee on Homeland Security. And since Ashley Smoot and Shannon Niou came on board at the Center, we are hard at work transferring more electronic records over, and thus far, have transferred 31 archival boxes containing electronic records mostly on CDs and DVDs.

There are currently 48 members who are leaving or have already left the House. And we have met with 30 of those offices, which is 63 percent of the offices that are leaving, which is up from 61 percent from last Congress. And we are hoping that that number will go up even further in the future. We also had 29 consultations with other Member's offices just in terms of records management in general.

We also will be participating in the Chief Administrative Officer's transition briefings for offices that are closing at the end the Congress. There will be six briefings total that will take place, and they start at the end of this month and go through November.

Heather Bourk, our Assistant Archivist, is working on getting our photographs in order. We have quite a collection and have accumulated them from various departments—the archival, curatorial and historical publication departments.

She attended training for the digital asset management system that the curatorial department currently uses in the office. She will be working on this and hopes to have this up and running soon. And Heather's also been working on the Member consultations as well.

Alison Trulock, who is our archival specialist, has been a wonderful addition to our service. She has been working with the committees and their records and it is beginning to be busy as

we draw to the end of the Congress. And Alison also has written the weekly highlight articles on the history of the House Records at the Archives, and there are copies of those in your blue folder. And also, there are copies of our records management manuals for committees that are in your brochures as well.

We are in the process of updating those manuals. They are a little out of date, especially the section on electronic records, which, of course, moves so rapidly, but we will get on that and hopefully soon have new revised copies of those.

I also wanted to add that the history side of the Clerk's Office added a new staffer since our last meeting, Abbie Kowalewski. He joined the history staff in November of 2009 after completing a history MA at the University of Tennessee, which included work as an assistant editor at the James K. Polk papers project. And as part of OHP's six-person history staff, Abbie is assisting with the oral history program, "Hispanic Americans in Congress," and general reference work. And like Heather and Alison, we are extremely happy to have him. That is the end of my report.

Ms. Miller. Thank you, Robin. The records management manual in your packet is what we give our Members to assist them in trying to manage their records. It is an important tool. Because we are such a large body, we have to make an effort every day to not only send letters as Members notify us that they are retiring or not seeking re-election, but staff also will follow up with the office to try to get in there as soon as we can. We are trying to be proactive, to stay ahead of the curve, trying to put this on the radar screen with our Members as soon as we can.

Farar and Robin always send a letter as soon as a new Member comes across the threshold. Half the time I see them on the floor and they say, "Madam Clerk, I got this letter from you. What is this archiving stuff?" We want them to understand and appreciate archiving from the very beginning of their service in the House, as opposed to waiting until they have been here a number of years. Then they have got so much stuff that they have no idea what they have or a way of trying to figure out what to do with it. So we try to stay ahead of the curve with

them.

I know there are some other important issues that we want to bring up. Improving declassification, as Karen mentioned, has become a real issue for us in the House and Senate. And I would like to invite Mr. Jay Bosanko, who is the Director of the Information Security Oversight Office, which serves as the Executive Secretary for the Public Interest Declassification Board.

Mr. Bosanko. Thank you very much. I appreciate the opportunity to represent the board today. It is very important that I stress that the National Archives provides staff support to the Public Interest Declassification Board, and in turn, I serve as the Board's executive secretary. That presents a few challenges for us, given the key role that the National Archives plays in declassification. Clearly, when you are dealing with an entity which has a key, oversight role, combined with a policy role as well, it can be a little complicated.

The Board was established in 2000 by the President and the Congress in order to promote the fullest possible public access to a thorough, accurate and reliable documentary record of significant national security decisions and activities. There are nine members—five appointed by the President, four appointed by the Congress: one by the Speaker of the House, one by the Senate majority leader, and then one each by the minority leaders of the House and Senate.

Funds were not made available until 2005, so the Board did not stand up, with all the members appointed, until February of 2006 when it held its first meeting.

The report that was referenced represented, if you will, the first year and a half of the board's activity. It was completed in December of 2007 and made available to the public and to the President in January of 2008.

These are very exciting times in the area of classification, declassification, and increasing public access to records and information. The President incorporated a number of the Board's

recommendations in policy changes that were put in motion on December 29 of last year and which become fully effective this week. On June 27, the President's executive order will be fully effective. A number of the 15 issues and more than 49 recommendations included in this report grew out of longstanding frustrations inside and outside the government with respect to how we classify information, how we declassify it, and then how we do or don't make it available.

Many of the issues that the Board pushed in this report focused on the acknowledgment that we have finite resources, an explosion of records, particularly in the classified area, and the need for us to focus these limited resources on the records of true historical significance.

Given that the Board has four members appointed by the Congress, and several Board members who have served on key committees and commissions supporting the legislative branch, the Board recognized, in one of its recommendations, the importance of the records of Congress in this massive revisit of classification and declassification issues. So issue number 15 in the report was entitled "Declassification Reviews of Certain Congressional Records." I am going to actually read this because it is important to get it just right. The Board, in the report, noted that "classified records created by the Congress often provide unique and significant insights into national security policy, decision making, and the budget and oversight process." And the Board stressed that often Congress is the forum where executive branch policy in the national security area is explained, challenged by members and staff, and defended.

But there are some particularly vexing issues whenever you are dealing with classification and declassification. The Moynihan Commission—Moynihan-Combest Commission—was a commission on protecting and reducing government secrecy. It reported in 1997 that one of the most significant challenges that the executive branch faces in the declassification area is third agency equities. For example, a State Department record may have CIA information in it or DIA information in it. Working through those equities of interest is a very complex and very expensive process. If you just think of that as an example, and then realize that when we are talking about declassification of classified information in the records of Congress, now

not only do we have multiple agency equities, but we have the equities of separate branches of government. So these are probably some of the most historically significant records, but they also are probably some of the most challenging to deal with from a declassification perspective.

So where's the Board's interest today?

Again, this report came out in 2008. It is now 2010. The Board is having a meeting on July 22 just down the hall. And one of the issues that the Board continues to want to draw attention to is the need to address declassification of classified congressional records. The Board wants to understand the challenges associated with this issue. It wants to lend its support and expertise to try to make these records a priority, acknowledging the complexity of rules, processes, and procedures and the executive branch agency interests intertwined in the mix.

But the Board sees these records as of immense historical significance, and despite the challenges that are associated with them, it believes these records deserve our best efforts. And when I say "our best efforts," that means the executive branch's best with respect to making decisions on classification issues. And the rest they leave to the Congress.

Ms. Miller. Thank you. Committee, any of you have questions? Is the July 22 meeting open to the public?

Mr. Bosanko. Yes, it is. The vast majority of the Board's activities are open to the public.

Ms. Miller. The vast majority of them.

Mr. Bosanko. Yes. There is the occasional closed session when it needs to work through some issues. But yes, it will be open to the public. Right now Board members have had some discussions with former staffers from key committees, a few historians that appreciate the value of the records, and others who might shed some additional light on the challenges.



There was a reference made earlier to the 145 cubic feet of Church Committee records. That is a perfect example of the incredible complexity from a declassification perspective and the high cost that will be involved. But part of that is because of the high level of the classified matters that are being worked in those documents, which require that the records be scanned and reviewed by multiple agencies. It is a very tedious and expensive process.

The positive piece is that we will be doing, I would expect, a redaction method where the still-sensitive information is excised, and then you will have an electronic product that you can make more widely available.

Ms. Miller. The timing that it takes to get through that process has been the real rub here. What can you do? What is the Board considering to shorten the time?

Mr. Bosanko. I think from the Board's perspective, we have an opportunity here. This is a bit of a clean slate. There are many lessons learned over the last couple of decades in the executive branch on how to declassify records in an efficient and effective manner. We want to take advantage of all of those and use them with different bodies of records.

All of the problems that we have in the executive branch exist in these same records. The entities that created them, when they are done with them and send them off, are worried about the classification interest. They are very sensitive to that. They don't really want anybody else playing with them. They don't typically understand the archival perspective and the historical perspective. The archival and historical folks typically don't have the security clearances they need, so they don't have access to the records.

These classified records, regardless of where they are, executive branch or legislative branch, typically are the most neglected, if you will, because they are locked away. In the Archives, we always talk about the attics and the basements holding records. These are attics and basements with locks and alarms and guards and guns. So they tend to get the least amount of attention.

So when it comes time to pick them up, it is truly Christmas every morning. You open the box, but you have no idea what is in it.

Ms. Miller. And it takes a good bit of time to figure that out.

Mr. Bosanko. It would be important for the pressure to remain on the executive branch agencies to give these records the best scrub. There was a change made in the declassification program back in 1995, but 15 years later we are still trying to get the agencies to realize that you can move records through a process. You can make records available and protect national security.

Mr. Cooper. Does Congress play any role other than having, what was it, four members out of nine on the Board? Does the Board periodically report to the Congress? Obviously it couldn't disclose confidential information, but does it report on its policies and progress and such?

Mr. Bosanko. The Board actually provided this report to all, including copies to a variety of committees. There has been some interaction in the past whenever there is an issue of interest, where we reach out to different entities. But unfortunately, if you think of your own experience dealing with the unclassified records, very often folks don't think of these things until it is much later or sometimes too late. So no, there hasn't been a lot of direct interaction.

Mr. Cooper. Because the authority always comes from the Congress, doesn't it? If it is an executive order it has to be based on law, so Congress, at some point, has delegated its authority to the executive branch.

Mr. Bosanko. Well, actually, that is probably one of the biggest challenges that you will have with these bodies of records. You have an executive order that sets the policy for how we declassify. All of the agencies that have equities in these records are under the gun, if you will, to get things done by a certain deadline. They would argue they don't have the resources to do that work. And then any effort to move these truly important congressional records

through that process is going to draw away from their ability to meet the other deadlines.

That is why, in the Board's initial report, there was a theme of moving away from these deadlines, which were blunt instruments, and going to a system that had more flexibility, where you could consider the likelihood of the records being declassified and their historical significance. Those sorts of changes were made in the President's policy. But at the end of the day, these congressional records aren't subject to automatic declassification. They don't have to be reviewed by some date certain. You have hit the nail on the head. Absent an authoritative requirement to force the review of these things, the only time that it happens is through immense effort by key individuals who make a push. Otherwise, each committee is left to its own devices. And it is incredibly complex.

Ms. Miller. The Board doesn't prioritize which records move through the process?

Mr. Bosanko. No, ma'am.

Ms. Miller. So then it does fall to the public, either from a historical perspective or from a journalist writing a book, to force some declassification?

Mr. Bosanko. And it is very difficult for anybody to force the declassification of these particular records because you have the rules of the House and Senate as well. You can only make a request or try and seek out something if you know that the records exist. Very often, there isn't even a great deal of knowledge about these records. They haven't been described or made available.

From the Board's perspective, I think it views this as a critically important issue where we haven't seen something that allows us to say that progress has been made.

So the Board is asking: what can it do, and how can it lend its weight to help overcome any other challenges?

Ms. Miller. What can we, as a committee, do to be of help to you?

Mr. Bosanko. From my perspective, one of the things that would be useful is to find a way to support the archival staff—the individuals who are trained in the nuances of the records of the House and the Senate and the various committees—to equip them to be able to discover what is held so that good sound decisions can be made about what do we need to declassify. If you go to the folks that are with the committees now, my guess is, these materials are locked up. They are worried about other things on a day-to-day basis. There isn't a strong body of knowledge about these records.

So getting the archival personnel the security clearances they need to have access to the records, helping these committees understand all of the same things that you are doing on records management, helping them understand that this applies to their classified records too. Then, getting the archivists the access they need to provide you with information, so that you know what is in those boxes of Church Committee records, and then what comes next after that. I think that would be the most important thing—building a body of knowledge about the records.

Ms. Paul. Could you send us an agenda for the meeting that we can publicize?

Mr. Bosanko. We will be glad to.

Ms. Paul. Will you e-mail us, me and Richard, so that we can get some people to attend?

Mr. Bosanko. We will.

Mr. Ferriero. That raises another question I had, because at every one of these meetings, I learn about the number of archivists that are here on the Hill. And my question is do these archivists ever get together? Is there some kind of a regular opportunity for them to get to know each other?

Ms. Erickson. We do at the Senate. We have the Secretary's brown bag lunches, and an

informal group called CHARM that gets together.

Ms. Reeder. We don't have as many archivists on House committees as the Senate does, and we have mainly the three of us on staff. But we do get together and talk often with committee staff.

Mr. Ferriero. I would like to host a meeting of Hill archivists, and those who serve as such, to talk with us. And one of the things I think would be useful is for Jay to talk about this issue with that group.

Ms. Miller. Okay.

Mr. Bosanko. One of the things that we have been pushing in the executive branch and slowly having success is bringing together the records managers, the security folks, and the subject matter experts, helping them understand that the archivists are aware of the security concerns. The security folks understand the records concerns. In the past, those folks don't always talk and a lot can be done if there is some dialogue.

Ms. Miller. Thank you, Mr. Archivist. That is awfully generous of you, and I am sure we will take you up on that. Mr. Bosanko, thank you. Any other questions of him, committee?

Mr. Cooper. No, I think that was very, very constructive. Very good.

Mr. Bosanko. Thank you for the opportunity.

Ms. Miller. Thank you so much. We have a couple of minutes. Are there any new issues that anyone wants to raise with us? Are there any other issues that any of the committee members would like to raise?

Ms. Paul. Is there anything new to report on the Congressional Records Instance?

Mr. Hunt. Just continued progress. We are in active outreach mode right now with Karen and Robin. We are meeting with committee staffs to tell them what they need to do to get their electronic records ready. We are processing everything that we have on hand, and we have completed our first transfer to the Electronic Records Archives at Rocket Center. So the process works from beginning to end and now it is just continuing on.

My nightmare is the volume of electronic records one day soon is going to rise significantly. That will be the true test of the system and the moment when Ashley and Shannon are going to stand up and perform.

Ms. Erickson. Karen has had some luck on that front on the Senate side with committees that have contacted her as a result of an e-mail she sent out.

Mr. Hunt. And that is where the volume keeps creeping upward.

Ms. Paul. We have had three more committees respond, so we are inching forward.

Mr. Hunt. I know. Good.

Mr. Thomas. Richard, I had one question as far as the electronic records archiving. At our last meeting, we had the report on that subject, are those still being physically taken on an external hard drive or something like that?

Mr. Hunt. We are still moving them on hard drives from their origins in the committee to the downtown Archives building, immediately putting them through processing and duplication, and we have multiple copies in multiple locations, and that it is going on to another drive for transport to West Virginia for now.

Mr. Thomas. And that is the way you are going to be doing it for the foreseeable future?

Mr. Hunt. Ashley, how long are we going to be doing it this way?

Mr. Smoot. We already talked with the Senate and House Archivist about internally using a server-based method that would come under jurisdiction of the House Clerk and the Secretary of the Senate for offices to transfer their records over high speed networks instead of optical disks and portable hard drives. This would also enable the House and Senate Archivists to work on processing the records and giving feedback to committees so we could get a better product of work coming down to the Archives. Even then, the fastest and best mechanism in the near term would still be using portable hard drives with encryption. This would be done personally by myself or my colleague, Shannon.

But there is the possibility of maybe opening up networks in the future. The Capitol does have a network called CAPNET, for example, that the Senate and House share access with the Library of Congress. So there are possibilities in the future.

Ms. Miller. Bob. You have something to say?

Mr. Reeves. I was just saying that I am aware of CAPNET, but the bandwidth at CAPNET is not very big, so if you are trying to push something through that at this point in time, you are not going to get a lot through there. However, I do understand that all of the different groups that share that are in discussion of trying to expand it to a more acceptable bandwidth.

Mr. Smoot. Exactly. Right now sneaker net is still faster. I can walk to the Hill and back to the Archives faster than CAPNET.

Ms. Paul. One additional thought. The Archivist was so gracious to offer to host a meeting about declassification. And I am thinking that a meeting about electronic records handling might be a good one, too, for the committee staff. I don't know whether they could be combined.

Mr. Ferriero. In fact, I wrote a note earlier when we started hearing about all these archivists, it would be great for the group to develop an agenda of the things they want to talk about with

us.

Ms. Miller. Excellent. So that means our next meeting, once we get focused on a date and time, will be very interesting.

Anything else to come before the Advisory Committee on the Records of Congress? I think we have had a very interesting meeting, a fruitful meeting. And if there are no other comments or suggestions or issues for the committee, the chair will entertain a motion to adjourn.

Mr. Ritchie. So moved.

Ms. Miller. Thank you. And we are adjourned.

[Whereupon, at 12:02 p.m., the committee was adjourned.]