Check-in Procedure and Important Information

Please come to the Pennsylvania Avenue entrance of the National Archives.  
(Researcher Entrance at 700 Pennsylvania Ave.)

Once in the lobby, you will process through the magnatometer and then proceed to the guards’ desk. You will need to show a picture ID. The guard will then check a list for your name and provide a special pin for you to wear. You will do this each day.

Center for Legislative Archives staff members will be in the lobby to escort you to the Check-in station (outside of Room 105) and to the Jefferson room where lunch will be served. Lunch will be catered each day and served in the Jefferson room. Coffee and Danish will be served outside of room 105 on Thursday and Friday. There will also be a refreshment table outside of room 105 for breaks.

There will be a computer and telephone (local calls) available in the Madison room.

The dinner will be held on Wednesday, May 19, 6:00 p.m. at:

*Clyde’s of Gallery Place*
707 7th Street, NW, Washington, DC 20001
Phone: 202-349-3700

You must RSVP if attending the dinner: sharon.fitzpatrick@nara.gov

Contact Information:

You may use the Center telephone number:  202-357-5350

Emergency Contact:  Sharon Fitzpatrick  202-357-6802 (O) or 540-273-2937 (cell)

*Sharon Fitzpatrick, Congressional Relations Specialist at the Center, will be available each day to help you with anything you may need. Please do not hesitate to ask her for assistance!
Schedule of Events

Wednesday, May 19

Check-in (Rm 105).................................................................11:30

Lunch and Introduction of the Program (Catered in the Jefferson Rm)..................12:00

  Frank H. Mackaman
  Director, The Dirksen Congressional Center

Break....................................................................................12:45

Welcome (Rm 105)......................................................................1:00

  Sheryl Vogt
  ACSC President and Director, Richard B. Russell Library for Political Research and Studies
  University of Georgia

  Richard Hunt
  Director, Center for Legislative Archives, National Archives and Records Administration

Session 1: Former Members of Congress on their Records (Rm 105)..............1:15

Former Members of Congress who took an active interest in their papers will share their observations and evaluations.

  Panel Members:
  Martin Frost (D-TX)
  Louis Stokes (D-OH)
  Robert Walker (R-PA)
  Richard Hunt, Facilitator

Break....................................................................................2:15

Session 2: A Review of Congressional Literature (Rm 105)..........................2:30

Features reviews of current (post-2007) congressional literature aimed at helping ACSC members discover new ideas and research in the study of Congress.

  Panel Members:
  Erin Sloan, Carl Albert Congressional Research and Studies Center, University of Oklahoma
  Stephen VanBuren, South Dakota State University & Hilton M. Briggs Library Special Collection
  Janet Bunde, John Brademas Center for the Study of Congress, New York University
  Morgan Davis, Facilitator, Robert J. Dole Institute of Politics, University of Kansas

Break....................................................................................3:30

Session 3: Report on the ACSC Congressional Time Line Project (Rm 105)........3:45

Discussion of the current status of the project; report the three recommendations of the Congressional Time Line Committee; pose the question, “How vital is the CTL to the future of the ACSC”; and suggest alternatives.

  Frank Mackaman

Adjourn..................................................................................4:00
Thursday, May 20

Coffee and Danish (Rm 105).................................................................8:30

Session 4: Establishing the ACSC “Presence”: (Rm 105)...........................9:00
Features reports from the three ACSC committees/task forces on establishing the organization’s presence.

  Ray Smock, chair, Communications Committee, Robert C. Byrd Center for Legislative Studies
  Sheryl Vogt, chair, Web Site Committee (Facilitator)
  Erin Sloan, chair, Congress Week Task Force

Break........................................................................................................10:00

Session 5: A Survey of Archivists in the U. S. Senate (Rm 105)................10:15
What do archivists in the U. S. Senate do? How is the role of a committee archivist different from one in a Senator’s personal office? Based on a survey of Senate archivists, this session explores the range of activities, including the commonalities and differences among archivists in a Senator’s office, and those working for a committee.

  Jan Zastrow
  Archivist for the Office of Senate Majority Leader Harry Reid
  Nan Wood Mosher
  Archivist/Records Manager for the Office of the Republican Leader Mitch McConnell

Break........................................................................................................11:00

Session 6: Best Practices for Establishing a Congressional Center (Rm 105)....11:15
This task force is charged with producing an outline of “guidelines for best practices to establish a center that supports and promotes use of its primary source holdings in a variety of settings.”

  Herb Hartsook, Chair, South Carolina Political Collection, University of South Carolina

Lunch (Catered in the Jefferson Rm)..............................................................12:15

Session 7: Outreach and Public Programs Committee Report (Rm 105)..........1:15
This committee is charged with reviewing ACSC member programs with a view toward collaboration; recommending activities ACSC should pursue with scholars, potential supporters, and the general public; and suggesting guidelines for successful collaboration among member institutions.

  Jill Severn, Chair, Richard B. Russell Library for Political Research and Studies, University of Georgia

Break........................................................................................................2:15

Session 8: Education Committee Report (Rm 105)......................................2:30
This committee has conducted a survey of the members in order to identify programs and resources that member organizations could share.

  Christine Blackerby, Chair, Center for Legislative Archives, National Archives & Records Administration

Adjourn and National Archives Tour...........................................................3:30
Friday, May 21

Coffee and Danish  (Rm 105) ................................................................. 8:30

Membership Meeting: President’s Report  (Rm 105) ............................... 9:00

Sheryl Vogt

Keynote Address  (Rm 105) ........................................................................ 9:15

David S. Ferriero, Archivist of the United States, National Archives & Records Administration

(Introduction: Richard Hunt)

Break ......................................................................................................... 10:00

Session 9: Breaking Ground for Congressional History:  
The Work of Congressional Correspondents  (Rm 105) ............................ 10:15

Reporters who cover the Hill will explore such questions: What are the specific challenges you face? What are the rewards of the beat? How do you decide what stories to pursue? How do you research your leads? Do you use historical or primary resources? If not, why not? What value could congressional archivists/archives bring to your work?

Gail Russell Chaddock, congressional correspondent, The Christian Science Monitor

Paul Kane, reporter, The Washington Post

Al Eisele, editor-at-large, The Hill

Jan Zastrow, Facilitator

Membership Meeting: Committee Reports  (Rm 105) .............................. 11:15

This session is reserved for reports from the Report Card on Congress, Scholarship and Awards, Archives Liaison and Access, Issues Forum for Hill Staff Task Force, Membership, C-SPAN relationship, Publications, Strategic Planning, Academic Liaison, And Congressional Finding Aids Database.

Sheryl Vogt

Lunch  (Catered in the Jefferson Rm) .......................................................... 12:15

Business Meeting  (Rm 105) .................................................................... 1:00

Reserved for the transaction of formal business.

Sheryl Vogt

CONFERENCE ENDS ............................................................................... 2:00

Executive Committee Meets  (Archivist’s Board Room 119) ........................... 2:15