

NAKPEHE OFFICER/COMMITTEE CHAIR REPORT FORM
Progress Report
(January 4, 2009)

Report #: 8.1

Name of Office/Committee: Archivist

Person Submitting Report: Richard A. (Dick) Swanson

Progress Report/Tasks Completed:

Collected materials from 2008 Conference as well as Spring Board Minutes and Fall Teleconference Board Meeting and forwarded to Archives located in the Jackson Library Special Collections of The University of North Carolina at Greensboro (UNCG). Following a discussion with the University Archivist it was agreed that she would make paper copies of all the Board Minutes and Reports directly from the Archives of these materials appearing each year on the NAKPEHE website and place them in file folders with all the other records dating back to the beginning of NAKPEHE and both of its preceding organizations. The NAKPEHE archivist will physically transmit the official Conference programs, including program brochures for each of the named lecturers (Homans, Hannah, Sargent) and the brochures for each of the awards given at each conference (Distinguished Scholar, Service, Administrator) plus any additional materials of an official nature that might be produced for each annual conference.

The official minutes and reports for each year dating back to 1998 are digitized and appear on the NAKPEHE website. The University Archivist has agreed to burn each of these onto CDs to file with the written copies as a back-up for these and future years with NAKPEHE supplying the blank CDs. I inquired as to the possibility of digitizing all of the records that date back to the founding of the former National College Physical Education Association (1896), the National Association of Physical Education for College Women and the first twenty years of NAKPEHE (1978). She stated that this would be a monumental and expensive operation in terms of both time and money. It would undoubtedly cost in the tens of thousands dollars, if not more. There might be the possibility of applying for a grant for such a project and I will look into that through the Contracts and Grants Office at UNCG in the coming year.

Suggestions for Future Plans Related to this Office/Committee

See above.

Action Required by Board:

Approval to pursue a grant for a possible digitizing project as suggested above

Budget Implications: Cost of a package of blank CDs: Approx. \$10.

