

CoSA Member Ballot: Top Ten Issues Facing State/Territory Government Archives 2024 - 2025

Introduction

Why a Top Ten List?

CoSA is a trusted voice for the work and needs of state and territory archives. In order to educate and advocate effectively for its members to elected and appointed officials, allied organizations, the media, and the general public about the critical issues facing government archives, CoSA is looking to coalesce the membership around 10 top issues for 2024/25. This list will guide CoSA's advocacy, research, and education programming as it moves into the final years of its current strategic plan and positions itself for its next plan.

Criteria for Issue Selection

The criteria for selecting issues for the Top 10 Priorities list are threefold:

- 1) the issue speaks to ensuring government records are broadly accessible to the public**
- 2) the issue impacts upstream (records producers) and downstream (records consumers) stakeholders, within and outside government**
- 3) CoSA has the capacity to educate and effectively advocate for the issue with a variety of stakeholders**

1. Do you currently work at a U.S. state/territory government archives?

Yes

No

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Your Priorities for 2024 - 2025

* 2. Please rank the following issues with the top (number 1) being the most critical to you/your agency for the 2024/25 biennial. Responses will be compiled to share the top 10 issues for the CoSA community.

The list may be ranked using either drag and drop or by using the up/down arrows next to each option. If you have any issues ranking the list, reach out to info@statearchivists.org, and we can provide the list in an alternative format.

- Administering restricted records:** access control, policies and procedures, privacy/security, service delivery
- Artificial intelligence and machine learning impacts on government record-keeping systems:** policies, unofficial staff adoption of tools, training and awareness, pitfalls, access control, risk management, ethics and accuracy of use
- Back-to-basics records management initiatives:** budget and resource needs, processing backlogs, developing/updating policies, procedures, and controls across the records lifecycle; advocacy with records producers and custodians
- Broadening public engagement:** budget and resource needs, implementation strategies, advocacy, cultural competency, impacting trust, improving access, increasing stakeholder satisfaction
- Cultural diversity and inclusion in archival description and programming:** training and awareness, improving access, increasing stakeholder satisfaction
- Data-driven methods and decision making:** analytics and tools to drive better/more strategic decisions and methods in archives administration and operations
- Electronic records infrastructure:** build/expand/manage capabilities: Budget and resource requirements, implementation strategies for technology upgrades and replacement, innovation, training, access, privacy/security concerns
- Executive, legislative, and judicial records management:** guidance/training, communications, policies and procedures
- Funding/Financial Models:** approaches and advocacy for archives' budgets, resource sharing/allocation, engaging producers and stakeholders in collaborative initiatives/solutions
- Implementing/enhancing outreach and training to agency and/or local government partners:** transfer strategies, fulfilling legal mandates, resources
- Lack of public trust in government records:** trust-building education and advocacy, transparency, increasing access, measuring/improving stakeholder satisfaction

- Managing public expectations about online access to government records:** education, increasing access and stakeholder satisfaction, FOIA, copyright/ownership of original records, budget and resource requirements
- Navigating political landscapes:** advocacy, education and training; coalition building, budgeting and resource allocation
- Privacy concerns relating to the disclosure of sensitive information in electronic records:** policies, procedures, education and training, access controls
- Record producer (agency, department, state and local government) policies that affect the work of the archives:** regulations, rules, workflows, emphasis on value and efficiencies
- Records transfer:** ability of archives to educate agencies about the importance and means of transferring records of all types and formats; capabilities to receive and process transferred records
- Researcher support for distant access and services:** increasing access, responsiveness, and stakeholder satisfaction; service delivery
- Shared provenance relationship management with state and federal stakeholders:** access, advocacy, impacts of closing of federal repositories/providing guidance and advice to patrons on how best to obtain access to federal records
- Workforce development and leadership:** skills and experience, the state of the current talent pool for archives staff and leaders; strategic planning, diversity, succession planning, budget and resource requirements

3. Are you or your agency grappling with a critical issue that is not on the list above? If so, please list it with your 1-10 ranking here:

4. Provide any additional thoughts, explanations, or comments on your ranking or the priorities most important to you.

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About You

Your responses to the following questions will provide important context for the analysis of the final priority issues list.

* 5. Please share the state/territory in which your archives is located:

* 6. Please select your role closest to your title/responsibilities at your archives:

- Administration
- Managerial
- Archivist
- Other

7. Please describe the primary functions of your job: