

## *Our Contributors*

**Catherine Bailey** is an archivist at the National Archives of Canada, Government Archives Division, where she has been responsible for the records of National Health and Welfare since September 1988. She holds an Honours BA in Western Canadian History (1986), and a Master of Archival Studies degree (1988), both from the University of British Columbia. She is currently a member of the Association of Canadian Archivists' Select Committee on Electronic Records and a Production Coordinator for the journal *Archivaria*.

**David Bearman** is the Editor of *Archives and Museum Informatics*. He served as Director of the National Information Systems Task Force of the Society of American Archivists (SAA) from 1980 to 1982 and is a Fellow of the SAA. He consults internationally on electronic records management for archives, on museum information systems and on descriptive standards.

**Michael Cook** is University Archivist, and director of the Archival Description Project, University of Liverpool, England. Among other adventures, he was once Director of the National Archives of Tanzania (1964-66) and of the archival training course for English-speaking Africa at the University of Ghana (1975-77). A strong interest in international affairs continued when he served as Chair of the ICA's Education and Training Committee (1984-88); he is a corresponding member of the ICA's Automation Committee, and was several times a consultant for Unesco in archival development. Since setting up the Archival Description Project in 1984, he has concentrated on establishing standards for description and data exchange, which has brought him into close contact with many Canadian colleagues. The *Manual of Archival Description* (1989, 2nd Edition, with Margaret Procter), *Archive Administration* (1977), *Archives and the Computer* (1980, 1986) and *The Management of Information from Archives* (1986), are some of his previous publications.

**Terry Cook** is Chief of the Social Affairs and Natural Resources Records Section, Government Archives Division, National Archives of Canada. A former General Editor of *Archivaria*, he remains on its Editorial Board, as well as on those for the Society of American Archivists and *The American Archivist*. His most recent projects include a RAMP study for the International Council on Archives, *The Archival Appraisal of Records Containing Personal Information* (Paris, 1991) and a booklet for the Bureau of Canadian Archivists' Planning Committee on Descriptive Standards, *The Concept of the Archival Fonds*.

**Barbara L. Craig** became the Archivist of York University, Toronto, in January 1989. She was previously the archivist responsible for records of the provincial Ministry of Health, including the records of public general hospitals, at the Archives of Ontario. In 1989 she completed a degree in the Doctorate Programme of the School of Library, Archive and Information Studies, University of London, England, where her dissertation was entitled "Hospital Records in London, England and the Province of Ontario, Canada, 1880 to 1950." She is a past president of the Association of Canadian Archivists (1983-84), outgoing Chair of the Publications Committee of the ACA, Chair of the Ontario Council of Archives, and a Fellow of the Founders College at York University.

**Gordon Darroch** is a member of the Sociology Department of York University, a former Director of the York Institute for Social Research and, in 1991-92, a visiting Fulbright Scholar at Duke University's Canadian Studies Center in Durham, North Carolina.

**Ernest J. Dick** is currently Corporate Archivist, Canadian Broadcasting Corporation. He was an Archivist for fifteen years at the National Archives of Canada, where he was most recently Acting Director of the Moving Image and Sound Archives Division (MISA). While Chief of Collections at MISA, he was project coordinator of *Beyond the Printed word . . . newsreel and broadcast reporting in Canada/ Au-delà de l'écrit . . . actualités et reportages radio et télé diffusés au Canada* (1988), a National Archives of Canada exhibition in collaboration with the National Museum of Science and Technology. Mr. Dick holds an MA in Canadian History from Trent University (1972).

**Wendy Duff** is currently a coordinator at the Nova Scotia Provincial Library. Previously she worked on staff at the Public Archives of Nova Scotia, where she was involved in a number of standardization projects. She is an ACA member of the Bureau of Canadian Archivists' Planning Committee on Descriptive Standards, and a member of the Subject-Indexing Working Group. She is also a member of the International Council on Archives Ad Hoc Commission on Descriptive Standards and a member of the 1992 ACA Programme Committee.

**Frances Fournier** has been employed as an archivist at Simon Fraser University in Burnaby, BC since July 1991. Prior to that, she worked as a contract archivist at SFU and as an archivist at the City of Vancouver Archives. She holds an AB degree in Zoology (University of California at Los Angeles, 1965), a Master of Library Science degree (UCLA, 1966), and a PhD in the History of Medicine (UCLA, 1969). She received a Master of Archival Studies degree from the University of British Columbia in 1990.

**Sue Gavrel** is an archivist with a long-standing professional interest in electronic records. She was formerly employed by the National Archives of Canada, and is currently employed by Treasury Board.

**Peter Geller** received his MA in History from the University of Winnipeg in 1990, having completed a thesis on Hudson's Bay Company public relations and images of the fur trade, 1920-1945. He is currently a doctoral student in the History Department at Carleton University. His interests lie in the area of Canadian cultural history, with a focus on visual representation. He is now researching the social role of photography (incorporating both still images and moving pictures), and its relationship to conceptions of the Canadian "North" in the first half of the twentieth century.

**Michael Gourlie** received his Bachelor of Arts in History (Honours) from the University of Victoria in 1990. In addition to working at the British Columbia Archives and Records Service, he has worked at the Government Archives and Documentary Art and Photography Divisions of the National Archives of Canada. Having completed his course work in the Master of Archival Studies programme at the University of British Columbia, he is now writing his thesis on lawyers' records.

**Kent M. Haworth**, formerly Director, Records Management Branch, for the government of British Columbia and University Archivist at the University of Toronto, is currently Acting Head of the Public Records Division at the Public Archives of Nova Scotia, where he has been employed since 1989. He has been an ACA representative on the Bureau of Canadian Archivists' Planning Committee on Descriptive Standards since 1986, and became Chair of the PCDS in 1989.

**Steven L. Hensen** received his BA in 1967 and his MA in Library Science in 1971, both from the University of Wisconsin-Madison. He has worked in manuscripts/special collections at the State Historical Society of Wisconsin, the University of Chicago, Yale University and the Library of Congress, and as programme officer for Archives, Manuscripts and Special Collections at the Research Libraries Group, Inc. He is currently Assistant Director of Special Collections at Duke University Library. He is the Author of *Archives, Personal Papers, and Manuscripts*, the AACR2-based cataloguing manual recommended by the Library of Congress, OCLC, RLIN, and the Society of American Archivists as the authorized standard for all archival description. He has also been active in the development of the USMARC-AMC format, as a member of the SAA National Information Systems Task Force and in other standards development, most recently as a member of the NHPRC-funded Working Group on Standards for Archival Description. He has given numerous papers in the area of archival description and standards, as well as a series of workshops in the U.S.A. and Canada on archival description and the use of the MARC-AMC format.

**Francesca Holyoke** is currently describing Lord Beaverbrook's Canadian Correspondence for the Archives and Special Collections Department of the University of New Brunswick Library. Previous archival work includes the cataloguing of the Maritime Pamphlet Collection held at UNB. This led to the publication of an annotated catalogue to the collection. Her library career began after receiving a BA from UNB in 1979, and after a short stint cultivating potato beetles. Following work in the Archives and Special Collections Department, and the Reference Department, she took her MLS from Dalhousie University in 1983.

**Mary Ledwell** received a Bachelor of Fine Arts degree from Concordia University in 1988 and is now completing a Master's degree in Archival Studies at the University of British Columbia. Between June 1990 and June 1991, she was employed as the Historical Records Archivist at the Prince Edward Island Public Archives and Records Office. She is currently employed by the Council of Nova Scotia Archives as their Itinerant Archivist.

**Catherine Macdonald** was United Church Archivist for the Conference of Manitoba and Northwestern Ontario for eleven years. She obtained an MA in Western Canadian history from the University of Manitoba in 1983. Since 1987, she has been a historical research consultant and writer specializing in projects which convey aspects of the past to people usually termed, for lack of a more precise locution, "the general public."

**Heather MacNeil** is currently working for the National Archives of Canada's Vancouver Pilot Project. From 1988 to 1991, she was the Project Coordinator for the Bureau of Canadian Archivists' Planning Committee on Descriptive Standards and a member of that Committee's Subject Indexing and Textual Records Working Groups.

**Marion Matters**, currently both an independent archives consultant and an information analyst for the Minnesota Legislative Reference Library, was a member of the Working Group on Standards for Archival Description (1988-1989), and is project coordinator for the Archival Information Systems Architecture Working Group (1991- ). Previously, she served as an archivist at the Minnesota Historical Society, automation programme officer for the Society of American Archivists (SAA), and automation specialist for the Minnesota Office of Library Development and Services. She is also a frequent instructor for the SAA's workshops on "Understanding the USMARC Format for Archival and Manuscripts Control." Publications include "Authority Work for Transitional Catalogs" in *Cataloging and Classification Quarterly* (1990) and "Reconciling Sibling Rivalry in the AACR2 Family: The Potential for Agreement on Rules for Archival Description of all Types of Materials," in *The American Archivist* (1990).

**Marlene Power** is currently describing Lord Beaverbrook's Canadian Correspondence in the Archives and Special Collections Department of the University of New Brunswick Library. She graduated from the University of Waterloo in 1985 with a BA in Religious Studies, and from the University of Toronto in 1987 with a Master of Library Science degree. Since that time she has held contract positions in various libraries, including the Old Manse Library in Newcastle, New Brunswick — Beaverbrook's childhood home.

**Dianne Reid** received a BA in History from the University of Toronto and an MA from Carleton University. After working in the Manuscript Division of the Public Archives of Canada, she moved on to the Diefenbaker Project at the University of Saskatchewan from 1981 to 1989, where she was acting head of the project in 1986. She has contributed many reviews to *Archivaria* and is currently Exhibitions Review Editor.

**Elsbeth Reid** was Assistant Archivist at the Presbyterian Church In Canada Archives between 1988 and 1991. After returning to Scotland, she worked as the Acting Deputy Archivist at Glasgow University Archives before taking up her present position in the Records Liaison Branch of the Scottish Records Office.

**Hugo L.P. Stibbe** has been Senior Descriptive Standards Officer at the National Archives of Canada since 1987. He joined the National Archives of Canada in 1973 in the then National Map Collection, where he was responsible for the implementation of descriptive standards and for the automated cataloguing programme using UTLAS. He also conducted a study for the Government Archives Division's automation programme. He has been a member of the IFLA Working Group on the ISBD(G): General International Standard Bibliographic Description, the Chair of the IFLA Working Group on the ISBD(CM): International Standard Bibliographic Description for Cartographic Materials, and the General Editor of *Cartographic Materials: A Manual of Interpretation for AACR2*. He is an observer on the Planning Committee on Descriptive Standards of the Bureau of Canadian Archivists, a member of the Canadian Committee on MARC, and is the Current Director and Secretary of the Ad Hoc Commission on Descriptive Standards of the International Council on Archives.

**Elaine G. Toms** is currently Assistant Professor in the School of Library and Information Studies, Dalhousie University, a position she has held since 1989. Previously, she was Information Services Librarian at the Bedford Institute of Oceanography in Dartmouth, Nova Scotia (1984-1989), and was seconded to the Department of Fisheries and Oceans in Ottawa to work as WAVES Database Manager (1989). She holds a BA (1975) in geography and a BEd (1975), both from Memorial University of Newfoundland, and an MLS (1983) from Dalhousie University. She teaches courses in the Organization of Information, Systems Analysis, Database Management Systems and Library Automation. In addition to the *HyperRAD* project, she is currently researching minimum-level standards for bibliographic records.