

Our Contributors

Michael Afolabi is senior lecturer in the Department of Library Science, Ahmadu Bello University, Nigeria, and is currently on sabbatical in the Faculty of Information Sciences of Moi University, Eldoret, Kenya. He has for the past eight years been teaching archives and supervising archives projects and theses at the undergraduate and postgraduate levels. He obtained his BLS and MLS in Library Science from Ahmadu Bello University, Nigeria, and MA and Ph.D. in Education and Library and Information Science, respectively, from Indiana University, Bloomington.

Mary E. Baruth is Curator at the Backus Historical Complex operated by the Long Point Region Conservation Authority. She has held curatorial and interpretive positions at a number of museums and historic sites in southwestern Ontario, including the North American Black Historical Museum in Amherstburg and Fanshawe Pioneer Village in London. Her current project is a history of the Windsor Police Service, in collaboration with Marty Gervais and Mark Walsh.

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 1981, 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 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 Advisory 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 contribution to the BCA Planning Committee on Descriptive Standards, *The Archival Fonds: From Theory to Practice* (Ottawa, 1992).

Carol Couture est professeur agrégé à l'École de bibliothéconomie et des sciences de l'information de l'Université de Montréal depuis juin 1988. À ce titre, il enseigne à la Spécialisation en archivistique offerte dans le cadre de la Maîtrise en bibliothéconomie et sciences de l'information et il est responsable du programme de Certificat en archivistique. Il est l'auteur de plusieurs articles scientifiques qui ont été publiés dans diverses revues nationales et internationales et il est co-auteur du livre: *Les archives au XXIème siècle: une réponse aux besoins de l'administration et de la recherche*, qui a été traduit en anglais et en espagnol.

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).

Gordon Dodds is Associate Provincial Archivist in Manitoba, with responsibility for the government's records management, government archival and Freedom of Information operations. A former teacher of history and archives administration, he has also been an archivist with the Archives of Ontario and the National Archives of Canada. He became founding President of the Association of Canadian Archivists (1975-76) and was General Editor of *Archivaria* from 1978 to 1981.

Jean E. Dryden has worked at the National Archives of Canada and the Provincial Archives of Alberta, and is currently Chief Archivist of the United Church/Victoria University Archives in Toronto. She has been an active member of a number of archival organizations in Alberta and Ontario as well as at the national level, including a term as President of the Association of Canadian Archivists. Long interested in descriptive standards, she was a member of the Bureau of Canadian Archivists Working Group on Archival Descriptive Standards, and served as the first Chair of the Bureau's Planning Committee on Descriptive Standards from 1986 to 1989. She is the author of a number of publications on descriptive standards, copyright in archival materials and audio visual archives.

Cynthia J. Durance is currently Senior Officer, Archival Standards Implementation Office, responsible for coordinating the implementation of archival descriptive standards in the Historical Resources Branch of the National Archives of Canada. Prior to this she was Director, Archival Standards, and Assistant Director General of the NA Government Records Branch.

Luciana Duranti is Assistant Professor in the Master of Archival Studies Programme at the School of Library, Archival and Information Studies, University of British Columbia, a position she has held since 1987. Prior to this she was a professor in the Special School of Archivists and Librarians at the University of Rome (1982-87); served as State Archivist in the State Archives of Rome (1978-82); and was Project Archivist

for the National Research Council of Italy (1974-77). Professor Duranti holds a Doctorate in Arts (1973) and a Master of Archival Studies (1975), both degrees from the University of Rome. In addition to teaching three courses in the MAS programme, she is active in several archival and records management associations, and her writings have been published internationally.

Terry Eastwood has been Chair of the Master of Archival Studies programme in the School of Library, Archival and Information Studies at the University of British Columbia since 1981. He has written widely about archival education and other subjects. He is currently a member of the Bureau of Canadian Archivists' Planning Committee on Descriptive Standards and Chair of the National Archives of Canada Advisory Board. He practised as an archivist between 1973 and 1981, and his formal academic training was in history and education.

Art Grenke works for the Multicultural Archives Program of the National Archives of Canada. This article supplements his *Archival Sources for the Study of German Language Groups in Canada* (published in 1989). It provides information on historical sources for German-language groups, available not only at Canada's National Archives, but in archives across Canada, the United States and Europe.

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 United States and Canada on archival description and the use of the MARC-AMC format.

Heather Heywood holds an MAS degree (1991) from the University of British Columbia. She is employed as the Descriptive Standards Officer at the Archives of Ontario.

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Christopher Hives is University Archivist at the University of British Columbia. A graduate of the UBC Master of Archival Studies programme, he has served on both executives and committees of various archival organizations. He is currently Chair of the Canadian Council of Archives and has served as Project Coordinator for the British Columbia Archival Union List Project.

Glen Isaac is Documentation Standards Archivist at the British Columbia Archives and Records Service, where he is also responsible for cartographic and architectural records. He received his BA in Canadian History in 1983 and his MA degree in 1986, both from the University of British Columbia. He currently serves as Chair of the BCA Planning Committee on Descriptive Standards Cartographic Materials Working Group.

Susan Kooyman has been an archivist at the Glenbow Archives in Calgary since 1986. She holds a BA in Canadian Studies from the University of Manitoba and an MA in History from the University of Calgary. She began her archival career at the Provincial Archives of Alberta in 1981. She spent 1982-85 in New Zealand, during which time she worked at the Hocken Archives and as the Dunedin City Council archivist.

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Sharon P. Larade became Regional Archivist for the Region of Peel Archives (Brampton) in December 1989. She was previously Reference Archivist at the University of Toronto Archives. She holds a BA in Canadian Studies from Mount Allison University (1984) and completed courses in the MAS programme at the University of British Columbia from 1984 to 1986. She has served on the board of directors of the Ontario Council of Archives, has chaired the Toronto Area Archivists Group Education Committee and is currently a member of the ACA Advocacy Committee.

Victoria Lemieux is Corporate Records and Information Services Director for the City of Edmonton, where she has worked since 1990. Previously, she held positions at the Provincial Archives of Alberta and the British Columbia Records Management Branch (now B.C. Archives and Records Service). She holds an MAS degree from the University of British Columbia.

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John McDonald is Director of the Information Management Standards and Practices Division of the National Archives of Canada. While at the National Archives he has served in a number of capacities relating to the archival management of electronic records. In his current position he is responsible for a programme which assists federal government institutions in managing records, regardless of their physical form. A particular area of interest is the management of information in office systems. He received an MA in Historical Geography from Carleton University in Ottawa.

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Henri Pilon is an editor at the *Dictionary of Canadian Biography* and Archivist of Trinity College Archives, University of Toronto.

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Derek Reimer is Manager of the Historical Records Section of the British Columbia Archives and Records Service. He holds a BS from the University of Victoria and an MA in Historical Geography from Queen's University. He has been an archivist since 1974. He was Chair of the PCDS Working Group on Description at the Fonds Level and is currently Chair of the Sound Recordings Working Group.

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Theresa Rowat is a consultant living in Ottawa. She previously held positions at the National Archives of Canada in policy and planning, as well as in photo archives, and has worked in extension and community programming at Confederation Centre Art Gallery in Charlottetown.

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Blair Taylor received a BA in English from the University of Regina in 1987 and finished the course work for the UBC Master of Archival Studies degree in 1991. From November 1991 to December 1992 he served as Project Archivist for the British Columbia Archival Union List Project.

Hugh A. Taylor was successively Provincial Archivist of Alberta, New Brunswick, and Nova Scotia, and Director of the Archives (now Historical Resources) Branch at the Public (now National) Archives of Canada. He also served as President of the Society of American Archivists, and founding President of the Council of Nova Scotia Archives. He is now retired and works as a consulting archivist. He was granted an Honorary Life Membership in the Association of Canadian Archivists in June 1983. He has published numerous articles on archival theory and practice. A *Festschrift* in his honour, *The Archival Imagination*, was published by the ACA in 1992.

G. Mark Walsh is the Municipal Archivist at the Windsor Public Library. In addition to work with a variety of archival organizations, he is a member of the Academy of Certified Archivists and of the Advisory Board of *Archivaria*. His current project is a history of the Windsor Police Service, in collaboration with Marty Gervais and Mary Baruth.

Ruth Dyck Wilson became Chief Assistant Archivist at the United Church of Canada/Victoria University Archives in the autumn of 1987 and served as project manager of the repository guide/database project described in her article. Prior to this, she worked as a contract archivist at the University of Toronto Archives (1987), manuscripts and reference archivist at the Saskatchewan Archives Board, Regina Office (1977-86), and folklore archivist at the Canadian Centre for Folk Culture Studies in Ottawa (1972-77). She is currently Chair of the Choice of Access Points Working Group of the Bureau of Canadian Archivists Planning Committee on Descriptive Standards.

Bohdan "Dan" Zelenyj is Archivist for the City of Vaughan, a position which he has held since June 1989. Prior to this, he was employed by the Archives of Ontario. He holds an MA in History, with Specialization in Archival Administration, from the University of Windsor/Wayne State University, Michigan (1988).