

INTERPARES ADVISORY BOARD

MEMBERS:

The Advisory Board is comprised of international experts and representatives of bodies having a direct competence and interest in the subject of the research, who are not directly involved in the research. They are nominated by the InterPARES International Team and appointed by the Project Director. The members of the Advisory Board are:

Chris Hurley, Archives Manager, Commonwealth Bank, Australia
Shadrack Katuu, Information Analyst, South African History Archives, South Africa
John McDonald, Consultant on Electronic Records, Canada
S. Timothy Maloney, Associate Librarian, University of Minnesota, USA
Isabelle de Lamberterie, Directrice de recherche, CNRS-CECOJI, France
Donald Sawyer, Head, NASA/Science Office of Standards and Technology, USA

The members of the Advisory Board may choose a chair among themselves, if they so wish.

RESPONSIBILITY:

The Advisory Board is responsible for reviewing all aspects of the project throughout its duration and offering criticisms and suggestions. Advisory board members, both collectively and individually, should advise the International Team, through the Project Director, on the InterPARES overall management, organization, and intellectual content.

WORKFLOW:

The Project Director will send a message to the Advisory Board members approximately two months before the International Team workshops (that is, in April and October of each year). The message will include specific questions for the Board, documents for review, and other relevant information. Members of the Advisory Board are responsible for consulting with each other to provide collective feedback to the Project Director two weeks before the pertinent International Team workshop. However, advice by individual members may also be spontaneously offered to as well as requested by the Project Director. All feedback must be sent to the Project Director in written form, preferably electronically. The Advisory Board members may offer unsolicited advice, criticism, or information to the Project Director at any time during the course of the project. Likewise, the Project Director may ask the Advisory Board collectively or its individual members for specific advice at any time during the course of the project.

COMMUNICATION:

The Project Director will be the first line of communication with the Advisory Board and its individual member at all times. To acquire and maintain a deeper understanding of the Project than can be warranted by reading documents, each member of the Advisory

Board will meet with the International Team at a research workshop of his/her choice once per year. The expenses will be borne by the InterPARES Project. The members of the Advisory Board can communicate among themselves via the Advisory Board Listserv, which is only accessible to Advisory Board members.