

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0064-2024-0001

Status: APPROVED
Date Approved: 06/22/2024

General Information

Agency or Establishment	National Archives and Records Administration
Record/Scheduling Group	0064 - Records of the National Archives and Records Administration
Records Schedule Applies To	Agency-wide
Schedule Subject	Mission - Outreach - Engagement - Records of Afro-American History Society (AAHS)
Additional Schedule Information	<p>The purpose of the schedule is to cover records under NARA's mission to Identify, protect, preserve, and make publicly available the historically valuable records of all three branches of the Federal government. These include a focus on access, records control, preservation, outreach, governance, and the federal register functions.</p> <p>These records are created or maintained under NARA's Outreach function which is to promote the preservation and use of America's documentary heritage through awarding grants, providing services and public programs, establishing and building relationships with external stakeholder such as students, educators, historians, genealogists, and the general public as well as government entities.</p> <p>The activity is Engagement - providing services and joint activity with professional and standards organizations, and other institutions with whom NARA may work toward shared goals. Supports crowdsourcing efforts to engage the public in the service of greater awareness of and access to NARA's holdings. Also includes conference or committee planning and attendance, sponsored or attended by NARA staff (excluding individual staff development).</p>

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This schedule covers records specific to the Afro-American History Society (AAHS) which is an organization of present and former NARA employees that was established on March 27, 1980. Its objectives are to promote, collect, study, and disseminate historical information relating to the history, culture, and contributions of Black Americans to American history and life, particularly as reflected in the holdings of NARA. AAHS was formed 44 years ago as NARA's Chapter of the Association for the Study of African American History and Life (ASALH). The organization is made up of NARA employees who conduct and perform the organization's business as an extension of ASALH pursuant to many of the core goals and in support of ASALH's mission.

NARA has continued to hold an annual institutional membership with ASALH for more than 40 years. This membership was part of NARA's efforts to nurture and connect with scholars committed to documenting and producing scholarship on the life and times of the U.S. American history, capturing the specific experience of African Americans under the larger umbrella of history as it pertains to the United States and this country's role in the history of the Americas (Western Hemisphere), Asia, Africa, and Europe.

EXCLUDES: This schedule does not cover records of Federal Advisory Committee Act or interagency committees. GRS 6.2 covers Federal Advisory Committee Act committee records. This schedule also excludes internal agency committees established for facilitative or operational purposes. unrelated to NARA's mission which are covered by GRS 5.1, Common Office Records, Item 030. This schedule is for a one-time transfer of permanent paper/analog records.

Is There a Classified Version of This Schedule?

No

Is consultation and coordination with Tribal Governments required?

No - the records covered by this schedule do not implicate Tribal interests

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Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 0

Number of Permanent disposition items: 1

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0064-2024-0001

Item #	Title	Disposition
0001	Official AAHS Committee Records : Official AAHS Committee Records	Permanent

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Records Schedule Items

Group Title	Official AAHS Committee Records
Group Description	Records created by the committee documenting activities having a substantive impact on NARA such as those of committee members and board which have influenced NARA and connected scholars committed to documenting, producing, and capturing the historical experience U.S. citizens, non-citizens, and others as it relates to persons of the African diaspora.
DAA-0064-2024-0001-0001	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Official AAHS Committee Records
Item Description	Charter, agendas, minutes, studies, reports, posters, flyers, newsletters, final audio-visual productions, correspondence, and related records and finding aids of the President, Vice President(s), Secretary and/or designated recordkeeper. May also include oral history projects, artifacts which lend to the context and understanding of the records, and substantive audiovisual records.
Is this item media neutral?	No
Media limitation	Paper/analog only
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	0064
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Permanent
Cutoff Instructions	There is no cutoff instruction
Are there multiple instructions for this item?	No
Transfer Instruction	Transfer to the National Archives immediately after approval of schedule.
ADDITIONAL INFORMATION	
Current Records Format	Paper-based textual records:17 cu ft

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Approximate first year of records covered by this authority	1975
End year of records covered by this authority	Year: 2024
Date span of the initial transfer	From: 01/01/1975 To: 02/28/2024
Frequency of transfer	0
Are any of the records covered by this item subject to a FOIA exemption?	No

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Signatory Information

Action	User	Date
Accept	Lauren VanZandt	02/06/2024
Approve	Colleen Shogan	06/22/2024