



THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

Campus Box 3000, 104 South Building
Chapel Hill, NC 27599-3000
(919) 962-2198 FAX: (919) 962-1593

March 12, 2001

TO: Deans, Directors, and Department Heads

FROM: Timothy R. Sanford, Assistant Provost

RE: Program on Electronic Records on April 6

On the morning of April 6, there will be two dynamite sessions at the Alumni Center about the state of electronic records in two national organizations. First will be **Michael Miller from the National Archives** who will speak on, "Records Management for the New Millennium – It's Déjà Vu All Over Again." Michael is the Director of the Modern Records Program.

Following him will be **John Hackett and Sherrill Gibson from the Central Intelligence Agency (CIA)** who will be talking about how the CIA handles electronic records. The title of their session is, "Getting Ready for Electronic Implementation."

You are invited to attend these sessions, and I do hope that you will. The program starts at 8:45 and will conclude by 11:45. If you do plan on attending, please call the Records Management Program at 2-6402 to reserve a seat as space will be limited. We ask that everyone register who plans to attend.

These two sessions are part of a day-long conference being sponsored by the Triangle Chapter of ARMA International and the UNC Records Management Program, with the theme "Emerging Records Management Technologies." The two morning sessions are offered free of charge to Carolina faculty and staff, but there is a charge of \$75 if you wish to stay for lunch and the three afternoon sessions. If that would be of interest to you, please go to the ARMA web site - <http://www.armamar.org/tri/education/seminar%20cover%20page.htm> for further information and registration instructions.

I hope to see you on the 6th at the Alumni Center for these two exciting sessions, but please remember:

To attend the 2 morning sessions at no charge, call 2-6402

To attend all day for \$75 including lunch, go to the web site above.

You may also call 2-6402 if you have questions