

WHAT COULD THE RESOURCE CENTRE BECOME?

Jk: context: Archives work, 2 1/2 yr, transition point reached, Lyn's time commitment changing. December gathering of those who care and those who could - visioning and practical standpoint to determine what should happen in Ph. 2.

Time Design for the weekend -

Tonight - talk about the future, conversation, shift in image about the Resource Center. What do you envision this whole process transiting to? Also the process involved? Then Lyn will share the current situation. What brought you here in terms of what could come out of this?

Shirley : the Carter Center - something like that, related to peace and reconciliation. I could see our Resource Center linked like that, perhaps linked to a university,

Nelson: find ourselves in situations in which we run into constructs we've done before - helpful to contact Archives and ask for constructs. Lots of situations in which we could use constructs.

Keith: recognizing a life stance in people, come to training to learn that, a resource to people.

Marianna - Heard Spielberg putting holocaust info on internet. Oral history talking center would be helpful for us.

Bill A. - de Bono. Thinking Academies - creative edge thinking stuff. Ft. Benj. Harris base closing down - lots of houses. thinking now about electronically connections. You probably don't have to go to a physical place anymore. Setting up conferencing, use archives as back-up.

Donna Z - packaging and products. book, Material World, taking set of data and made into a successful TV program. Have a lot of - have a "commemorative coffee table book" in my basement.

Jack - Stephen Covey's tapes. basic Bonhoeffer. Series like the "16 Treks" along with exercises. The world is ready for this kind of work. Video set.

Bill G - Cristian Nacht needs the 54 categories. Time is right for our spirit technology. Hunger for spiritual work now. Not just what we did in the past, but what we could synthesize

Barbara - success of D. Chopra books

Carol - not care to move the filecabinets again. could the Archives consist of JWM's stuff and the summer stuff. That could be it - not need everything. It could be what we want to deal with is a starting place and continue to work with that.

Jack - Mexico, use satellite dish, download copies of what's been done, work with that. From technology standpoint, we are well set.

Phil - image of a global catalogue, data base from across the globe in such a form that you can look up the subject you're interested in, identify where it is, priority items, what should be put into form to be shared.

Mary Smith - ongoing archives? how do we get a perspective that helps us ?

Bill - not static, but dynamic. That's when the past becomes dynamic, use it now.

Sheilaugh - Brian Stanfield creates courses. Toronto's archives are small. He refers to them all the time.

Lyn - in past week, Tmeeting construct has been asked to be sent several times. Could we take one thing like this and market it?

Bill Bailey - anchors on research all along. Briefcase library. How can we simplify 144 file drawers.

Beret - deciding what's really needing for people? what else would be helpful to experiment with that people would find helpful? Based on need. What out of everything we have would respond to?

Jack - Richard Greene's book on quality. In his book he reveals that the ICA produced methodologies that are so far ahead of their time. - cascade processes, etc. half a dozen of these processes he describes. whole set of processes that we used that are not sitting as products currently. In working with companies, how does consensus, Room E operate? memorials, how did they work? I don't know what the procedures are?

Bill A. - we got a group together and created them. That dynamic of getting the world focused was critical - all without computers. Now we have an electronic way to get people together.

Jean W - having a model that holds things together helps getting something done. Don't want to be exclusive, keep open the idea of what the Archives could be. Look at something simple - pre-school songs, symbols. Other little simple things that wouldn't take a whole lot of time, could make money.

Lyn - bread and butter items listing.

Donna - critical to back into this discussion by defining who the audience is. Who do we see,? levels of interest - practical how-to stuff. visualise who those people are that might buy this - the form of it - product development - Carol - well we are not going to buy enough to support the Archives.

George - think tank that is producing models for - business audience? Focus into contract areas, model build. Geographic mode of the archives.

Jack: people's hunger for spirit work is so powerful, necessary that any work we've tried to do focuses on personal work. Breakthroughs in OW, profound humanness, needs to be brought out and made available. Social vehicle work also but it is much more available to people.

Jean - I want that these models that credit (academically) is to the ICA, even though they may go in many directions.

December 15, 1995

The Ecumenical Institute/Institute of Cultural Affairs Global Archives Resource Center

This is a request to the Program Capitalization Fund Committee of the Board of Directors of the Ecumenical Institute/Institute of Cultural Affairs for a grant to support Phase II of the Global Archives Project which will initiate the formation of the Archives Resource Center. It is projected that at the end of three years, the Center will be self-supporting.

We are asking that the Program Capitalization Fund be tapped for three years to support the development of the Archives Resource Center. On the basis of the initial budget the three-year total would be approximately \$250,000.

Phase I of work on the archives will be complete by the end of 1995. The files of Joseph W. Mathews, Global Research Assemblies, Priors' Councils and Staff Lectures will have been cleaned, organized, and entered in the computer catalogue. A catalogue of record groups will be published and distributed to colleagues, friends, seminaries, colleges and contributors.

Phase II will carry out the following functions:

- * continue to clean, organize and computerize a data base of the archive files located in Chicago.
- * prepare and ship requests for materials
- * receive and catalogue current materials
- * relate to advisory and accountability structures (to be determined)
- * produce periodical catalogues of available resources
- * develop necessary funds

The annual budget of \$83,800 to carry out these functions is based on a two-person team (1 full-time and 1 part-time) to serve as coordinators and, for the first year, a computer consultant and a fund-raising consultant hired to work in these specific areas of expertise.

Lyn Mathews Edwards is retiring as Project Director at the end of 1995 and will continue as a two day a week volunteer. It became necessary for Betty Pesek to find other employment in order to meet her financial needs. It is obvious that this coordination team requires persons who have a history with the Institute and the Order.

We are grateful to our colleagues and friends who have financially supported the Archives for the past three years. It is our intent to move from a base of individual contributor support to one that rests on the value of the materials and models, both existing and new resources as they are made accessible around the world.

There will be a meeting in Chicago of colleagues December 15-17, 1995 coordinated by Judy and Jack Gilles, ICA India, to raise "The archives vision ... (as) an interactive repository that includes new materials and models that might be on-line."

The United States Board of Directors can take a lead role in developing a resource for the future - not only for the Institutes, but also for the networks and partnerships of which we are a part.

It is requested that this recommendation be seriously discussed and affirmed at the November meeting of the U.S. Board of Directors.

ANNUAL BUDGET

Personnel:

(1) Coordination Team		
Full-time	\$28,800	
Part-time (2/3)	19,000	
Benefits	10,000	
(2) Consultants		
Computer	5,000	
Fund-raising	5,000	\$67,800

Operations:

Office expense	3,600	
(Phone, mail copying, etc.)		
Administrative services	7,200	
(Rent, receptionist, utilities, audit etc.)		
Equipment	5,000	<u>\$15,800</u>
		<u>\$83,800</u>



facilitating a culture of participation

CURRICULUM SHARING MODEL

The following is an outline of ICA Canada's model for sharing our Advanced Training Curriculum. We are open to suggested changes so it can be helpful for all sections of our work.

ICA Canada's standing point:

- ICA Canada is developing curriculum and has Brian Stanfield assigned to coordinate this task. This is a \$40,000 per year expense.
- we would like to make the curriculum available to other ICA trainers so our common wisdom can be taught to broader audiences
- the ability to recover some of the cost allows ICA Canada to continue to develop curriculum
- ICA Canada does not want to control the curriculum.
- ICA Canada does want to work with all trainers of a program to develop the most effective training program possible.
- The way training is done in different parts of the world and even a nation will vary in order to maximize the impact on the audience being trained.

Stages of Curriculum Development:

Our work to date seems to indicate there are at least 3 stages in program development. These stages affect who we would provide the curriculum to. The three stages are:

- Initial Program development
 - initial design work
 - program is tested by 2-3 trainers before 4-6 audiences
 - changes may be made between testing
 - a program that we believe will be effective is available for use
 - this is taught by trainers in Toronto or the location which has requested the curriculum
- Program Refinement
 - the course is taught 12-15 times by experienced trainers.
 - each course is thoroughly evaluated
 - we try to do minimal changes to see the effect of the program
 - each year we review all the evaluations and make any changes that are agreed on
- Program broadly available
 - course can be taught by any ICA trainer
 - evaluations are done for each course and reviewed yearly
 - any changes are made known and available to all trainers with the program

Curriculum will be shared under the following conditions:

- cost is USD 250 for a participant manual and a Trainers manual
- sale is to an ICA office or an ICA trainer who has been through an appropriate ICA Training of Trainers program (e.g. Phoenix)
- agreement not to copy the material for other trainers
- There is a commitment to an ongoing Curriculum Development Collaboration
 - agree to send evaluations of each program done to Toronto so program revisions will be done
 - agree to participate in program evaluations on a yearly basis (conference calls and /or written evaluations)
 - Revisions will be made available to purchasers for a minimal handling fee (USD 25)
 - agree not to make revisions to the course without notifying ICA Canada of the revisions and the effect of the revisions on the course.

MODEL FOR TRAINING TRAINERS IN ICA CANADA'S ADVANCED COURSES

In Phoenix at the end of the meeting, a group assigned to working on this topic gathered over lunch and have recommended the following model:

- that interested parties schedule courses and invite ICA Canada to come and conduct a training course at our regular fees of USD 1,100
- that the courses would be marketed to a broad audience that is not just trainers who would become Trainers
- that ToP Trainers who would be qualified to teach an advanced course also be invited to attend the course as a participant and observer.
- that a third day be added to the format for training the trainers in the curriculum. This third day could be attended by others who will be marketing but not training in the program.
- that the third day be charged at our regular rate of USD 1,100
- that Trainers course manuals will be USD 250
- that a royalty of five percent (5%) of gross sales be paid to ICA Canada each time the course is taught.
- where participant manuals have been developed for a course, the fee will be USD 25 for each manual. If a manual has not yet been developed, course handouts will be provided for photocopying.

ARCHIVES PSU -- CHICAGO

	A	B	C	D	E
1	Recapturing Oral Tradition				
2	video interviews				
3	Non-electronic Universal Access				
4	face to face/voice to voice as well as electronic interaction				
5	multi-media access				
6	global access (non-electronic)				
7					
8					
9	Standardized User Manual with Graphic Images				
10	description of methodology				
11	standardized search words				
12	simple road maps				
13	creative intepretive options				
14					
15					
16	State of the Art Delivery System				
17	organized data available				
18	on-line data base				
19	catalogue, files, marketing on line				
20	easily accessible thru internet 1-800-Archive				
21	"store-front" sales center				
22	potential users able to state needs				
23	global access				
24	online global repository				
25	internet on line				
26					
27	Responsive Capacity to Network				
28	response/referral service				
29	active hub of knowledge +				
30	local workings relationships				
31	on-call interpreters for referral				
32	network exchange				
33					
34					
35	Product creation and packaging process				
36	small research dynamic				
37	product creation				
38	packaging new products				
39	creative packaging				
40					

	A	B	C	D	E
41	Multiple Funding Base				
42	financially self-support 1-900...				
43	funding				
44	product & service pricing				
45	building profitable products				
46	self funding				
47	ICAI relationship for legal relationship		<i>connection</i>		
48	Membership system				
49					
50	Consistent Phase II Team with Appropriate Equipment				
51	adequate staffing				
52	one fulltime "librarian"				
53	responsive & helpful staff				
54	responsive staff & equipment				
55					
56					
57	Expanding Resource Base: Old/New				
58	process for expansion				
59	constantly evolving expanding, evaluation				
60	evoking, receiving & compiling materials				
61	central maintenance dynamic				
62	add new spirit constructs from 1986-1996				
63	"vital" clearinghouse				
64					
65					
66	A Simple & Doable Marketing Program				
67	regular outgoing communication				
68	marketing to target groups				
69	selected catalog distribution targets				
70	marketing promotion team				
71	pilot marketing project				
72	packaged products				

GLOBAL ARCHIVES PROJECT

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AREAS OF PHASE II WE COULD WORK IN

9:55 - Look at some areas we could work in

1 - Easy to Market stuff - pull together what that would be

2 - Electronic Issues - longer-term - Distribution might be a broader term

Linking question

3 - Audience - what is the contradiction we want to throw ourselves into the future?

4 - Finance and Practics - cost? staff? Resource Center

Is 1 the question of what's profitable? Financial question? Yes, we have to find some marketable items in order to fund the electronic investment. Might be a list of 10 things available that could be put together.

Question of who makes the money - does the Resource Center make the money because right now we create the courses and make the money.

There are long-term questions

a). Living Archieve dynamic that is going on of taking topics and - processes

b). Contraditional arenas. How to use res. to meet

c). Running a resource center

d) Staffing - paid and voluntary

e) Computers/scanners; electronic access

f) Research areas - Spirit - Tech. of Meaning

g) Scenario of a Research Center (What form of it? How use it? support It? Market It? What is it?)

h) Immediate survival - funding

I) Attractors - people from all over the world come to the resource center.

What is the juice or the sizzle that makes this interesting.

Phase II: a way of demonstrating the potential of how - making the ordering accessible to others.

Begin Saturday morning looking at the Archives, then do a vision exercise on Phase 2 components before going into

ARCHIVE - RESOURCE CENTER PROJECT

December 15-17, 1995

Friday	Saturday	Sunday
T r a	6:30-Collegium Scripture/News ➤ Sharing Edges ➤	6:30 - Collegium Tour of Kemper
v	7:30 - Breakfast	7:30 Breakfast
e l	8:30 Small Task Groups	8:30 Plenary
	11:30 Report Session	11:30 Brunch → SIAM.
	12:30 Lunch	12:30 Send Out
	1:30 Complete Reports	
	2:00 Small Task Groups	2:00 Documentation Pull-together
	5:00 Archive Visit	Travel
6:00 Dinner	6:00 Dinner <i>— 5:45 —</i>	--
7:00 Opening Plenary	8:00 Tippit Open House	<i>6:30 pre + wrap up Guest suite</i>