

APPENDIX A

SENATORS WHO MADE PROVISION FOR THEIR PAPERS PRIOR TO RETIREMENT

Adams, Brockman (WA, 1987–1993)—University of Washington
Bentsen, Loyd Millard (TX, 1971–1993)—University of Texas
Boren, David Lyle (OK, 1979–1994)—University of Oklahoma
Boschwitz, Rudolph Eli (Rudy) (MN, 1978–1991)—Minnesota
Historical Society
Bradley, William Warren (NJ, 1979–1997)—Princeton University
Bryan, Richard H. (NV, 1989–2001)—University of Nevada, Reno
Bumpers, Dale (AR, 1975–1999)—University of Arkansas,
Fayetteville
Chafee, John (RI, 1976–1999)—University of Rhode Island
Chiles, Lawton (FL, 1971–1989)—University of Florida, Gainesville
Cohen, William (ME, 1979–1997)—University of Maine
Coverdell, Paul (GA, 1993–2000)—Georgia College and State
University
Cranston, Alan (CA, 1969–1993)—University of California, Berkeley
Danforth, John Claggett (MO, 1976–1995)—University of Missouri
DeConcini, Dennis Webster (AZ, 1977–1995)—University of
Arizona
Dole, Robert Joseph (KS, 1968–1996)—University of Kansas
Durenberger, David Ferdinand (MN, 1978–1995)—Minnesota
Historical Society
Eagleton, Thomas Francis (MO, 1968–1987)—University of Missouri
Exon, John James (NE, 1979–1997)—Nebraska State Historical
Society (paper records) and Exon Library, State Democratic
Headquarters (CD-ROMS)
Ford, Wendell Hampton (KY, 1974–1999)—University of Kentucky
Garn, Edwin Jacob (Jake) (UT, 1974–1993)—University of Utah
Glenn, John Herschel (OH, 1974–1999)—Ohio State University
Goldwater, Barry Morris (AZ, 1953–1965; 1969–1987)—Arizona
Historical Foundation, Arizona State University
Hatfield, Mark Odum (OR, 1967–1997)—Willamette University
Heflin, Howell Thomas (AL, 1979–1997)—University of Alabama
Law School
Johnston, John Bennett (LA, 1972–1997)—Louisiana State
University
Kassebaum, Nancy Landon (KS, 1978–1997)—Kansas State
Historical Society, Topeka

Kerrey, Joseph Robert (NE, 1989–2001)—University of Nebraska
Lautenberg, Frank Raleigh (NJ, 1982–2001)—Rutgers University
Laxalt, Paul Dominique (NV, 1974–1987)—University of Nevada,
Reno
Long, Russell Billiu (LA, 1948–1987)—Louisiana State University
Mack, Connie (FL, 1989–2001)—University of Florida, Gainesville
Mansfield, Michael Joseph (MT, 1953–1977)—University of
Montana
McClure, James Albertus (ID, 1973–1991)—University of Idaho
Mitchell, George John (ME, 1980–1995)—Bowdoin College
Moynihan, Daniel Patrick (NY, 1977–2001)—Library of Congress
Nunn, Samuel Augustus (GA, 1972–1997)—Emory University
Pell, Claiborne deBorda (RI, 1961–1997)—University of Rhode
Island
Pepper, Claude Denson (FL, 1936–1951)—Florida State University
Pryor, David Hampton (AR, 1979–1997)—University of Arkansas,
Fayetteville
Simon, Paul Martin (IL, 1985–1997)—Illinois State Historical
Library, Springfield, Illinois and Senate papers to Southern
Illinois University
Simpson, Alan Kooi (WY, 1979–1997)—University of Wyoming,
American Heritage Center
Stafford, Robert Theodore (VT, 1971–1989)—University of Vermont
Tsongas, Paul Efthemios (MA, 1979–1985)—University of Lowell

APPENDIX B

PRESERVATION SURVEY

Congressional collections are among the largest and most complex collections acquired by most repositories and preserving them raises clear areas of concern. Fifty-four percent of the survey respondents indicated that there are *special conservation challenges* in political collections, especially congressional collections, that are *significantly different from other collections*. Identified as "major problems" by at least twenty percent of the respondents were the presence of obsolete media (video and computer, primarily) and deteriorating newspaper clippings. Furthermore, the quantity of such materials in congressional collections is proportionately greater than in other types of collections. Because of this, repositories find it more difficult to address the problem.

In their comments, survey respondents indicated that congressional collections pose special challenges in two other areas. First, they contain a larger than average quantity of unidentified photos, audio tapes, and videos which makes both appraisal and cataloging difficult, if not impossible. Second, many collections reflect a general failure of the most basic records management practices in the congressional office. Neither the original filing order or consistent filing systems have been maintained through staff changes, and the orderly retirement and/or transfer of inactive files to courtesy storage or an archival repository of the congressional member's choosing has not been practiced.

Equally important in understanding the challenges that congressional collections represent for repositories is the fact that the majority of repositories have neither specific funding or staff for congressional collections, yet these collections require expert care due to their complex subject matter and unique content. In fact, congressional collections rank among the most demanding in terms of processing and archival expertise. While only 6 percent of respondents did not have a single full-time professional archivist on staff, 35 percent had no one whose full-time responsibility was congressional/political collections, even though congressional collections typically make up a large volume of a repository's holdings. Eighty-three percent of respondents do not have a specific line item in the budget for collecting, processing, and preserving political collections. And although 43 percent of respondents have received outside funding for processing or preserving political collections, sev-

eral of the funding sources listed (such as NHPRC) no longer fund such work. The high visibility and prestige associated with the acquisition of congressional collections has not necessarily drawn the funds needed to properly process and care for these collections—not from the donors, not from outside grant awarding sources, and not from repository resource allocators.

APPENDIX C

ELECTRONIC RECORDS STUDY

The transfer of two senatorial collections to Louisiana State University within a relatively short time span afforded an excellent opportunity to identify and propose solutions to problems concerning preservation and access of electronic records in members' collections. Senator Russell B. Long retired in 1986 after thirty-eight years of service. His collection contains electronic records from the early evolution of constituent correspondence systems based on the Senate mainframe computer. Senator J. Bennett Johnston retired in 1996 after twenty-four years of service. His collection not only contains electronic records from the early mainframe-based years, it also includes formats from the system as it existed in 1996: a networked system with a server residing in the senator's office. In terms of records management, the most notable difference between the early and later systems was the shift in responsibilities for these electronic records from the Senate Computer Center to the office systems' manager.

The records from the early systems were transferred to the repository on nine-track tapes in ASCII format with documentation of the record layout and the record item library. Statistical reports from the early system were generated on paper. The data on the tapes includes: a document number (which is the key to locating the incoming letter preserved in hard copy) and the library item numbers (which indicate what response was sent). Thus the electronic files serve as an index to the constituent mail which is also filed by a system generated number. Use of the electronic records by patrons would allow searches by individual, topic, geographical location (zip code), or combinations thereof. Electronic files transferred to repositories from both the older and newer systems include only the data generated by the correspondence management system and not the software used to create that data. To access and use these materials, LSU will have to transfer the files to a current software program.

The data from the distributed network correspondence systems was transferred to LSU on CD-ROMs. These files contained the constituent records and the text of the response items. The record layout is included on the disk. LSU initially was unable to access these files because of their size and because there was a large quantity of unintelligible coding on the CD-ROM. Fortunately, the

Senate is able to provide critical assistance with removal of the extraneous matter and reformatting but is only able to do so because the system is not yet obsolete.

LSU's study included an evaluation of current Louisiana senators' electronic record-keeping practices which is fairly typical of most offices. Interviews with staff revealed movement toward storing more information on computers. Correspondence systems are the most carefully managed with both offices retaining critical documentation: lists of codes, the item library, guidelines for document naming, and statistical reports. Both offices do not systematically retain word processing electronic files; instead, they rely on staff to print out information they wish to retain. Neither are e-mail messages systematically retained. Both senators and staff are expected to print out copies of permanently valuable messages. Preservation of web site information was not covered during the interviews but now figures largely in office operations. (It poses its own set of appraisal and retention questions that must be addressed by office staff in consultation with the repository archivist.)

There are three powerful lessons to learn from this study:

1. Repositories must specify the file format (e.g. ASCII) and file sizes that they can handle.
2. They must acquire appropriate software and transfer the flat files (i.e. non-software dependent) to a current data base or word processing/spreadsheet system; or, they must purchase the *same software* used in the offices in order to make the files accessible to researchers.
3. Repositories must budget for the *ongoing* expense of migrating data to new storage media and operating systems.

If repositories delay dealing with these files, they risk not being able to access them at all. In the long term, repositories large and small will benefit from the ongoing research that is being done to create the Electronic Records Archives (ERA) at NARA. Although the research to date has involved the manipulation of millions of files and records, the technological breakthrough achieved by the San Diego Supercomputer Center that promises to free files and data from hardware and software restrictions can be applied to smaller collections as well. Until this project is completed, however, archival repositories must continue their efforts to preserve data integrity and migrate data to new storage media and operating systems.

Electronic records raise another question for repositories, that of deciding which electronic files have permanent research value. The answer may in fact be different for each congressional member and staff based on an analysis of what information resides on individual

systems. The answer can become more elusive when archivists must determine and project future researcher demand for these files. Without ready access, researchers cannot evaluate the research value of the electronic records. Without research demand, repositories can have difficulty making appraisal and preservation decisions. Truly, there exists a Catch-22 situation.

APPENDIX D

CENTER-REPOSITORY COOPERATIVE VENTURES SURVEY

At the May 1994 meeting of the Advisory Committee on the Records of Congress, committee members discussed a number of ways the Center for Legislative Archives could interact with the institutions holding congressional papers. The discussion focused on enhancing the access and outreach activities of the Center. Because *The Documentation of Congress*, published in 1992, had recommended a close working relationship between the Congressional Papers Roundtable of the Society of American Archivists and the Center, the Roundtable readily came to mind as the natural conduit for such interaction.

In the Roundtable newsletter of November 1994, Advisory Committee member and Roundtable chair Sheryl Vogt (Director, Richard B. Russell Library for Political Research and Studies, The University of Georgia Libraries) and Michael Gillette (Director, Center for Legislative Archives) encouraged the membership to participate in a survey to help determine opportunities for the congressional papers community to provide for the preservation of and access to the official records and personal papers of Congress. Members representing approximately one-third of the institutions on the Congressional Papers Roundtable roster responded to the Roundtable-Center for Legislative Archives Survey.

Divided into four sections, the survey addressed a finding aid exchange, implementation of *The Documentation of Congress* recommendations for the Center, establishing an oral history data base online that would include interviews from the Center and from congressional repositories, and future possibilities. The following presentation of the survey results is a compilation of responses and selected comments.

1. The finding aid exchange was a popular idea. All respondents would welcome finding aids from the Center and were willing to share such aids from their repositories. The mechanics of the exchange were as varied as the repositories and their resources—print vs. disk, unequal electronic access, all vs. selected committees, summary vs. complete guide. Respondents noted that the actual cost of providing guides from their repositories would be a major factor. Two suggestions were for the Center to provide a gopher or web site for congressional and related finding aids and to offer subject

groupings of various collections, that is, those collections having materials related to the Warren Commission, Watergate, etc.

2. The section regarding *The Documentation of Congress* report recommendations elicited many ideas. Respondents called on the Center to take the lead in collecting the records of legislative support agencies, special interest caucuses, and party conferences, especially those slated to be abolished. Lobbying for increased legal responsibility and budget for these types of records was also important. Regarding assistance needed from the Center, respondents set a substantial agenda: maintain and publicize lists of complete holdings of official records and the availability of sources; provide notice of current activities and of success with collecting from national bodies in order to advise repositories in collecting from local affiliates; communicate through the Roundtable newsletter; assist repositories in seeking funding sources; publish technical leaflets; and set standards for documentation and description.
3. While respondents were generally positive to the proposal to contribute oral histories from their collections to a central data base at the Center, they expressed the most varied answers and greatest concerns in this section. Concerns centered around costs and the repositories' loss of control over the interview in terms of copyright and donor restrictions, record of users, crediting the holding institution, inadequate or improper citation of interviews. One suggestion was to enhance use of the interviews with a controlled vocabulary index to provide access beyond that gained through free-text searching. To encourage additional congressional interview projects, respondents indicated that the Center should assist with identifying funding sources for repositories' projects and providing expertise (expert interviewers, a certain number of model questions/topics, workshops to conduct a project, recommended transcription services).
4. Looking to the future, respondents indicated that the Center definitely should set up a national electronic data base. It could serve as a web site with hypertext links to finding aids, oral history, etc.; as a Gopher data base citing locations of full finding aids available via the Internet; as a possible repository for electronic records; or as a utility similar to RLIN. Researchers and archivists should have access for searches. The vision was that in five years (1999), the Center and congressional repositories would be collaborators in collecting and making available the documentation of Congress. In this partnership, the

Center should protect the interests of the contributing repositories, recognize them in some way to garner institutional support for activities, and assist repositories in writing or by reviewing grant proposals. Respondents encouraged the Center to cooperate with the Roundtable to foster communication and coordinate programs. They also asked for an open house at the Center during the SAA meeting in 1995.

5. Most interestingly, the survey validated the main issues raised at the September 1994 Portland, Maine, Congressional Papers Conference: funding for archival management of congressional collections and exploring new technology. Subsequent publication of the Conference proceedings was a significant contribution to the literature for congressional documentation.

APPENDIX E

CONGRESSIONAL WEB SITES

- Architect of the Capitol, <http://www.aoc.gov>
Includes history of Capitol building and art works
- CapWeb: The Internet Guide to the United States Congress,
<http://www.capweb.net>
Directory information for House and Senate members, congressional support agencies, bills and the *Congressional Record*, news from Capitol Hill
- Center for Legislative Archives, National Archives and Records Administration, <http://www.nara.gov/nara/legislative/>
Provides information about Congress' official records at the National Archives
- A Century of Lawmaking for a New Nation, 1774–1873*, Library of Congress, <http://lcweb2.loc.gov/ammem/amlaw/lawhome.html>
An on-line archive of early congressional documents, including House and Senate *Journals* and congressional debates
- "Committee Resource Guide: Committees of the U.S. Senate,"
<http://www.nara.gov:8000/nara/legislative/crg46/00c2.html>
Guides to committee holdings at the Center for Legislative Archives at the National Archives
- "CongressLink," Everett McKinley Dirksen Congressional Center,
<http://www.congresslink.org>
Contains resources for teachers and students exploring Congress and the legislative process
- Congressional Biographical Directory*,
<http://bioguide.congress.gov/biosearch/biosearch.asp>
Includes bibliography and information on locations of research collections of former members
- Congressional Budget Office studies and reports,
<http://www.cbo.gov>
- "Congressional Collections at Archival Repositories," Library of the University of Delaware,
<http://www.lib.udel.edu/ud/spec/congress.html>
Provides a list of collections with on-line finding aids
- C-SPAN Web, <http://www.c-span.org/congress>
Includes links: "Congress Today," "Write to Congress," "Congressional Directory," "issues and Legislation," and "National Election Guide"

FedNet, <http://www.fednet.net>
Live RealPlayer broadcasts of House and Senate floor debates, selected committee hearings, press conferences in the House and Senate Press Galleries and Capitol grounds, joint sessions of Congress

Federal Election Commission, <http://fec.gov>
Includes financial disclosure reports filed electronically by House and presidential campaigns, parties, PACS and campaign finance data for House, Senate, and Presidential campaigns, parties, PACS in the 1997 98 and 1999 2000 election cycles

General Accounting Office reports, <http://www.gao.gov>

Government Printing Office, <http://www.access.gpo.gov>
Primary source for full text of congressional documents, public laws, committee reports, history of bills, U.S. Code, and information about depository libraries

Guide to the Records of the U. S. House of Representatives (Record Group 233), http://www.nara.gov/nara/legislative/house_guide/hgtoca.html

Guide to the Records of the U.S. Senate (Record Group 46), http://www.nara.gov/nara/legislative/senate_guide/sgtoc.html

Library of Congress legislative information, <http://thomas.loc.gov>
Primary source of congressional documents, bill text, summaries and legislative status, public laws, vetoed bills, *Congressional Record* and index roll call votes, historical documents, searchable

Office of the Clerk, House of Representatives, <http://clerkweb.house.gov>

Political news and in-depth analysis, <http://www.cnn.com/ALLPOLITICS>
Contributors include Time, CNN, and Congressional Quarterly
"Research Interview Notes of Richard F. Fenno, Jr.: Members of the U.S. House of Representatives, 1959-1965," <http://www.nara.gov/nara/legislative/fenno2.html>

Space Business Archives, <http://www.spacearchive.org>
An on-line archive that traces the development of the commercial space industry. Includes hundreds of congressional documents, including correspondence, legislative calendars, testimony and reports relating to the space industry.

U.S. House of Representatives, <http://www.house.gov>

U. S. Senate, <http://www.senate.gov>

APPENDIX F

BIOGRAPHIES OF COMMITTEE MEMBERS

GARY SISCO of Nashville, Tennessee, was elected and sworn in as the 29th Secretary of the Senate on October 1, 1996. Mr. Sisco was born and raised in Bolivar, Tennessee. He earned a Bachelor of Science Degree in Civil Engineering from the University of Mississippi in 1967, and a Masters of Science Degree in Administration from George Washington University in 1970. Mr. Sisco served in the United States Army from 1968 to 1970. In 1970, he rejoined IBM's Memphis, Tennessee, Data Processing Division, where he had been employed prior to entering military service. In 1971, Mr. Sisco joined the staff of U.S. Senator Howard H. Baker, Jr. (TN), where he served in Memphis and in the Washington office. Mr. Sisco left Washington to manage Lamar Alexander's 1974 campaign for governor of Tennessee. He then returned to Washington to serve as Administrative Assistant to U.S. Congressman Robin Beard (TN), a post he held for two years. Mr. Sisco was in the real estate investment business in Nashville from 1977 until 1996, where he was active in many civic, religious, and professional organizations.

JEFF TRANDAHL has served as Clerk of the House of Representatives since January 1, 1999, appointed in the 105th Congress and elected Clerk by the House of Representatives for the 106th Congress. A native of Spearfish, South Dakota, he began his professional career in 1983 as an aide to U.S. Senator James Abdnor (R-SD). In 1987 he served Representative Virginia Smith (R-NE) and the House Committee on Appropriations. He served on the staffs of Representative Pat Roberts (R-KS) and the Committee on House Administration from 1990 to 1995, when he was appointed Assistant to the Clerk of the House. In 1996 he was appointed Acting Chief Administrative Officer of the House until his appointment in 1997 as Deputy Clerk of the House. Mr. Trandahl is a graduate of Spearfish (SD) High School and received a B.A. from the University of Maryland.

JOHN W. CARLIN was appointed Archivist of the United States in 1995. He first entered public service in 1971 by winning election to the legislature of the State of Kansas. He became speaker of the state's House of Representatives and in 1978 won election to the Kansas governorship, serving two terms, through January 1987. He served as Chairman of the National Governors Association in 1984-1985. Following his political career, he joined the faculty of Wichita State

University, teaching courses in public administration. He also served as Chief Executive Officer of Midwest Superconductivity, a business organization in Lawrence, Kansas, and as a partner in Clark Publishing Company in Topeka, Kansas. In 1987, he received an honorary Doctor of Laws degree from Kansas State University. As Archivist, Mr. Carlin has overseen the development of a strategic plan for the Archives and has led the Archives through a reorganization in keeping with the plan and its implementation. Major achievements include development of NARA's Electronic Access Project, through which thousands of records are accessible through the Internet.

RICHARD A. BAKER has been director of the U.S. Senate Historical Office since 1975, when the office was created. He holds a doctorate in history from the University of Maryland and masters degrees from Columbia University and Michigan State University. He has taught courses in congressional history for Cornell University's Washington semester program and the University of Maryland. Before joining the Senate's staff, he served first as a specialist in American history for the Library of Congress' Legislative Reference Service and later as director of research for *National Journal*. Baker is the author of several books, including *Conservation Politics: The Senate Career of Clinton P. Anderson* and *The Senate of the United States: A Bicentennial History*. He has also co-edited *Congressional Quarterly's First Among Equals: Outstanding Senate Leaders of the Twentieth Century*, *Senator Bob Dole's Historical Almanac of the United States Senate*, and *Senator Mark O. Hatfield's Vice Presidents of the United States, 1789-1903*. He is a former president of the Society for History in the Federal Government and a former board member of the National Council on Public History. He currently serves on the boards of the Carl Albert and the Everett Dirksen congressional studies centers.

JOSEPH COOPER is Professor of Political Science at Johns Hopkins University. He has served as Autrey Professor of Social Sciences and Dean of Social Sciences at Rice University, Staff Director of the U.S. House Commission on Administrative Review (Obey Commission), and Provost at Johns Hopkins University. His publications include several books and numerous articles on the development of congressional structures and processes, congressional elections, party voting in Congress, legislative-executive relations, changing patterns of congressional leadership, and the decline of trust in Congress. He has also served as an Associate Editor of the *Encyclopedia of the American Legislative System* and an Advisory Editor of *The Congress of the United States, 1789-1989*.

TIMOTHY JOHNSON is Curator of Special Collections and Rare Books at the University of Minnesota. Prior to this position he

directed archives and college libraries in Chicago and Lake Forest, Illinois. He serves on the Steering Committee of the Government Records Section of the Society of American Archivists and is the editor of the Government Records Section newsletter. In addition, he is a member of the American Library Association and its Rare Books and Manuscripts Section. He holds a masters in theological studies from North Park Theological Seminary and a masters in library science from the University of Minnesota. His research interests are varied and he has published works in library, immigration history, and church history fields and produced a number of exhibits in the areas of art, literature, religion, and politics.

JAMES B. LLOYD is the Special Collections Librarian at the University of Tennessee, which houses various modern political collections. He holds a Ph.D. in English from the University of Mississippi and an MLS from George Peabody. He is a full professor in the library and the editor of its yearly publication, has taught courses in archival administration, and is the editor of several books on Southern culture. He has received various grants from the National Endowment for the Humanities, the National Historical Publications and Records Commission, and the Institute of Museum and Library Services concerning access to historical information and is a member of the Society of American Archivists, the Rare Books and Manuscripts Section of the American Library Association, and the past president of the Appalachian Studies Association.

SUSAN PALMER is Professor of History at Aurora University. She began teaching there in 1973 as an Instructor, achieved Assistant Professor in 1976, Associate Professor in 1982, and Professor in 1990. She received her PhD from Northern Illinois University in 1986. Her dissertation was "Building Ethnic Communities in a Small City: Romanians and Mexicans in Aurora, Illinois, 1900-1940." She has participated in numerous conferences, exhibits, and oral history projects. Current research is on the Cheney Brothers and the Silk Industry in Manchester, Connecticut. She is a member of the American Historical Association, the Immigration and Ethnic History Society, the American Association for State and Local History, the Organization of American Historians, and the Society for History Education.

ELIZABETH SCOTT is an assistant professor at South Dakota State University, Brookings, SD, where she is the Archivist/Special Collections Librarian. As the first to hold this position, Scott has developed both a university archives and a "Rural Life Archives," which documents 20th century agricultural life in South Dakota. Prior to assuming this position, she was a Serials Librarian with the

United States Newspaper Project: Oregon, and a Technical Services Librarian at University of Kentucky. A graduate of the College of Wooster, Scott holds an M.A.R. from Yale University and M.S.L.S. from the University of Kentucky. She is a member of the Midwest Archives Conference and is a founding member of the Dakota Archivists. She is also a member of the Society of American Archivists, where she serves as newsletter editor for the Congressional Papers Roundtable.

JOHN SOBOTKA is Law Archivist and Assistant to the Dean at the School of Law at the University of Mississippi. From 1976 to 1979 he was detailed from the University to the staff of the late Senator James O. Eastland to prepare the Senator's papers for shipment to Oxford, Mississippi. He performed similar duties while assigned to the staff of the late Congressman Jamie L. Whitten of Mississippi's First Congressional District. He holds a M.A. and M.L.S. from the University of Mississippi. His interests include modern congressional history and the acquisition and preservation of members' papers. He is retired from the U.S. Air Force Reserve.

APPENDIX G

STATUTE ESTABLISHING ADVISORY COMMITTEE

Public Law 101-509—November 5, 1990

“CHAPTER 27—ADVISORY COMMITTEE ON THE RECORDS OF CONGRESS

“Sec.

“2701. Advisory Committee on the Records of Congress.

“2702. Membership; chairman; meetings.

“2703. Functions of the Committee.

“2704. Powers of the Committee.

“2705. Compensation and travel expenses.

“2706. Administrative provisions.

“§2701. Advisory Committee on the Records of Congress

“(a) There is established the Advisory Committee on the Records of Congress (hereafter in this chapter referred to as the Committee).

“(b) The Committee shall be subject to the provisions of the Federal Advisory Committee Act (5 U.S.C. App.), except that the Committee shall be of permanent duration, notwithstanding any provision of section 14 of the Federal Advisory Committee Act.

“§2702. Membership; chairman; meetings

“(a)(1) The Committee shall consist of the eleven members including—

“(A)(i) the Secretary of the Senate;

“(ii) the Clerk of the House of Representatives;

“(iii) the Archivist of the United States;

“(iv) the Historian of the Senate; and

“(v) the Historian of the House of Representatives; and

“(B) six members of whom one shall be appointed by each of the following:

“(i) the Speaker of the House of Representatives;

“(ii) the Minority Leader of the House of Representatives;

“(iii) the Majority Leader of the Senate;

“(iv) the Minority Leader of the Senate;

“(v) the Secretary of the Senate; and

“(vi) the Clerk of the House of Representatives.

“(2) Each member appointed under paragraph (1)(B) shall have knowledge or expertise in United States history, archival management, publishing, library science, or use of legislative records.

“(b) The Secretary of the Senate shall serve as Chairman during the two-year period beginning on January 1, 1991, and the Clerk of the House of Representatives shall serve as Chairman during the two-year period beginning January 1, 1993. Thereafter, such members shall alternate serving as Chairman for a term of two years.

“(c)(1) Members of the Committee referred to in subsection (a)(1)(A) shall serve only while holding such offices. Members appointed to the Committee under subsection (a)(1)(B) shall serve for a term of two years, and may be reappointed without limitation. The initial appointments for such terms shall begin on January 1, 1991.

“(2) Any vacancy on the Committee shall not affect the powers of the Committee. Any vacancy in an appointed position on the Committee shall be filled in the same manner in which the original appointment was made.

“(d)(1) No later than thirty days after the date on which the first session of the 102d Congress begins, the Committee shall hold its first meeting. Thereafter, the Committee shall meet semiannually or at the call of a majority of its members.

“(2) Seven members of the Committee shall constitute a quorum, but a lesser number may hold hearings.

“§2703. Functions of the Committee

“The Committee shall

“(1) review the management and preservation of the records of Congress;

“(2) report to and advise the Congress and the Archivist of the United States on such management and preservation; and

“(3)(A) no later than December 31, 1991, conduct a study and submit a report to the Congress on

“(i) the effect any transfer of records of the National Archives and Records Administration from facilities located in Washington, DC, to any location outside of Washington, DC, shall have on the management and preservation of the records of Congress; and

“(ii) the five year plan for the management and preservation of the records of Congress; and

“(B) no later than December 31, 1995, conduct a study to update the report submitted under subparagraph (A)(ii), and submit a report to Congress.

“§2704. Powers of the Committee

“(a) For purposes of carrying out the duties referred to under section 2703, the Committee or, on the authorization of the Committee, any subcommittee or member thereof, may hold such hearings, sit and act at such times and places, take such testimony, and receive such evidence as is appropriate.

“(b) The Committee may secure directly from any department or agency of the United States such information as the Committee may require to carry out the duties referred to under section 2703. Upon request of the Chairman of the Committee, the head of such department or agency shall furnish such information to the Committee.

“§2705. Compensation and travel expenses

“A member of the Committee may not be paid compensation for service performed as a member of the Committee. However, members of the Committee shall be allowed travel expenses, including per diem in lieu of subsistence, at rates authorized for employees of agencies under subchapter 1 of chapter 57 of title 5, United States Code, while away from their homes or regular places of business in the performance of service for the Committee.

“§2706. Administrative provisions

“(a) Upon request of the Committee, the head of any Federal agency is authorized to detail to the Committee, on a nonreimbursable basis, any of the personnel of such agency to assist the Committee in carrying out the duties referred to under section 2703 and such detail shall be without interruption or loss of civil service status or privilege.

“(b) For purposes of supporting the Committee, the Archivist may obtain the services of experts and consultants in accordance with the provisions of section 3109 of title 5, United States Code, but at rates for individuals not to exceed the daily equivalent of the minimum annual rate of basic pay payable for GS-16 of the General Schedule under section 5332 of such title.”