

LAFAYETTE COLLEGE

Third Party Protocol for Queer Archives Oral History Transcripts Queer Archives Project Lafayette College

Per the April 16, 2018 QAP Advisory Committee Meeting

The QAP Team is committed to preserving and protecting both the integrity of the QAP oral history transcripts and the privacy of third parties named therein. In crafting a balance between these two legitimate interests we have developed the following protocol for review of QAP oral history transcripts.

1. TRANSCRIPT REVIEW

All participants will be given the opportunity to review their transcripts and make redactions to their own interview. Participants will be informed in writing that they have 30 days to review and make redactions.

Before any QAP oral history transcript is made public in any form (including but not limited to the Archives, the QAP WordPress site, and the QAP digital humanities project) that transcript will also be reviewed by at least one member of the QAP team for instances where living third parties are named.

2. CATEGORIZATION OF INSTANCES

Changes or redactions will be made to transcripts only when necessary and as minimally as possible. The QAP will only redact the names of living persons.

When the participant names other living persons, the reviewer will assign that instance to one of three categories:

1. General references

General references are generic and do not fall into either of the categories below. They include both “actors” in the story (e.g., friends) and public figures (e.g., “Gary Gordon was my math professor” “Rothkopf was President then”). No action is taken on general references. Also categorized in general references are mentions of other participants in the QAP.

2. Outing references

Outing references name others (who are *not* consenting participants in the QAP) as current or former members of the LGBTQI community, outing them without their consent. In such circumstances, the name will be redacted.

Reviewers must be sensitive to inadvertently “re-closeting” out and proud members of the LGBTQI community. Therefore, if any third party named is understood by the reviewer to be/have been actively and visibly “out” as a member of the Lafayette community, the reviewer may, in good faith, allow the individual to be named. The reviewer should consult other reviewers for historical perspective.

Regardless of whether a person is known to be out or not, if a participant names an individual as an intimate or romantic partner that person’s name will always be redacted unless their partnership is/was a matter of public record (e.g., they are/were married, or have/had some public life as a couple).

3. Substantially negative references

Substantially negative references name others in conjunction with activities that the participant reports as having been significantly harmful or damaging (practically and/or abstractly) to themselves or to others. Substantially negative references will be redacted.

In the event that a reviewer identifies a substantially negative reference, a second reviewer will be consulted. In the event of reviewer variance, a third reviewer will assist in deciding a course of action.

3. FORMAT FOR REDACTIONS

[*Name redacted*] will replace individual names.

If redacting more than a name is needed to protect third party privacy, [*sentence redacted*] or [*section redacted*] will replace the deleted text.

Redaction brackets will indicate whether the redaction was made by the interviewee or by the QAP team.

In the event that a participant redacts substantial portions of their interview (+10%), the transcript will be headed with the statement: *This transcript has been significantly modified by the interviewee.*

4. CONSISTENCY ACROSS MEDIA

The QAP Team will work to ensure consistency across all forms of media. Available transcripts (paper and electronic) and audio versions should consistently reflect any changes made in the final public transcripts.