

ACRL/RBMS-SAA Joint Task Force on Holdings Counts and Measures

Tuesday 3 March 2015 1:00pm - 2:00pm CST

Phone Conference

TF Members Attending: Alvan Bregman, Martha Conway, Adriana Cuervo, Rachel D'Agostino, Lara Friedman-Shedlov (recorder), Angela Fritz, Emily Gustainis, Lisa Miller, Katy Rawdon, Cyndi Shein

ALA Midwinter recap

We agreed that our immediate next steps are well described in the "Outline/Structure for Our Work" document that Martha created and shared right before the Midwinter meeting. Emily has since created a Google spreadsheet version of the "Level Matrix for Counts" document, in which are proposed three "levels" of counts -- minimal, optimal, and added value.

Updates

ALA Connect: Meeting minutes and call for surveys have now been posted on ALA Connect (to mirror what we have been posting on the SAA web site) so ALA membership can follow our work.

Open Forum and Meeting at SAA Annual: An open forum on the work of the task force will be scheduled during the SAA Annual Meeting, sometime on the first day of conference. Our working meeting has not yet been scheduled but will probably not be on the same day. A request has been made for all three SAA-ACRL/RBMS joint task forces (including the newly forming one on primary source literacy) to meet at same time so we can come together at the end and give updates. Virtual participation probably won't be feasible. Emily will send dates/times when she hears back from SAA's Nancy Beaumont and Martha will send dates/times for ALA Annual in San Francisco as soon as we have them.

Call for Survey Instruments: A folder has been set up on Google Drive. There is a folder for each organization that responded to the call with the information that was in email and the survey instrument(s) they sent. Predominantly academic institutions have responded so far. We will look more closely at these once we have finished the current task of writing definitions of format categories. We agreed to suggest additional places to post by the end of the week (March 6th) and add them to the "Survey Request Mailing" spreadsheet. Whoever enters a place to post the call on the spreadsheet should be responsible for sending out the email. We agreed to send out emails on Monday (March 9th) and set a two week deadline to respond (20 March).

Group Review of Definitions

The group decided to try what the public services metrics group is doing and schedule "sprints" to continue this work. A "sprint" is basically a short, specified period of time during which everybody works "at full speed" on a particular/a single/the same task. We agreed that we

would develop definitions for the following three categories/types of material by way of a series of sprints over the course of the next three weeks ("category owners" are in brackets):

- Microforms [Martha and Cyndi]
- Manuscripts (Managed as Items) [Alvan and Martha]
- Born Digital Material/Electronic Records [Katy, Cyndi]

Category owners will create and share (if they have not done so already) in the "Reporting Categories/Definitions" folder a single document with two sections: "Proposed Definition" and "Sources/Context."

There is a "master" document where we will compile all the definitions, as well as a series of individual documents for each format category in the "Reporting Categories/Definitions" folder in Google Drive.

Over the course of the next three weeks, we will develop the three definitions together/as a group. Category owners will propose and then edit, modify, etc. the definitions based on comments, suggestions, etc. from other Task Force members.

The goal is to have three definitions that -- because we have all had an opportunity to comment, suggest, etc -- are ready for discussion (and hopefully agreement/approval) when we meet next.

Archives and Manuscripts (managed as collections):

We reviewed the draft language from Emily, Lara, and Martha and decided

- Not to elaborate on types of value this material may have.
- To add a specific clarification that the definition includes the holding institution's records

After additional discussion and wordsmithing, a revised definition was agreed upon.

Manuscripts (managed as items):

We briefly reviewed a draft from Alvan but ran short of time to discuss at this meeting.

Next Meeting

Martha will send out a poll to schedule next meeting the week of March 23rd.