

SAA-ACRL/RBMS Joint Task Force on the Development of Standardized Holdings Counts and Measures for Archival Repositories and Special Collections Libraries

Notes from our meeting (Friday 5 June 2015)

Attending: Martha Conway (recording), Rachel D'Agostino, Lara Friedman-Shedlov, Lisa Miller, Katy Rawdon

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We discussed the following definition proposed by Rachel for "Books, Serials, and Other Printed Material."

"Primarily textual and paper-based printed works, or materials that present printed content in a codex form."

The intent of the definition as proposed was to highlight the following elements/aspects/dimensions of the category:

- (1) textual, paper-based, printed
- (2) in codex/book form

Our initial comments, questions, etc. focused on the following:

1. What do we mean by "printed?"

- print (verb): to produce (books, newspapers, magazines, etc.), especially in large quantities, by a mechanical process involving the transfer of text, images, or designs to paper.
- print (verb): to produce (a text, picture, etc.) by applying inked types, plates, blocks, or the like, to paper or other material either by direct pressure or indirectly by offsetting an image onto an intermediate roller.

We agreed that "mechanical process" or "reproduced mechanically" gets at what we're after.

2. Does "published" need to be incorporated in some way into the the definition?

- publish (verb): to issue (printed or otherwise reproduced textual or graphic material, computer software, etc.) for sale or distribution to the public.

We agreed that "produced/intended for distribution" gets at what we're after (and is an essential element/aspect/dimension of the category).

3. What about "in book form" -- is this essential to the category definition? Can we assume it is implied because "books" is included in the name of the category?

- book (noun): a portable volume consisting of a series of written, printed, or illustrated pages bound together for ease of reading (OED)

This led to agreement that "intended to be read" is an important element/aspect/dimension of the category and that we don't need to include "in codex/book form" in the definition.

It was suggested -- and agreed -- that the name of the category should be changed from "Books, Serials, and Other Printed Materials" to "Books and Other Printed Materials."

After some discussion we agreed on the following as the three essential elements of the category:

- produced for distribution
- reproduced mechanically
- intended to be read

This led to the following as the “new” proposed definition:

“Materials produced for distribution, reproduced mechanically, and intended to be read.”

We talked about how the category includes a wide range of material -- from broadsides to artists’ books -- and that, for this and some of the other categories, it is necessary to consider “scope” and “examples” in addition to “definition” in order to fully understand what types of materials the category is intended to encompass.

We also talked about the fact that we are not trying or expecting to significantly change the way institutions count certain types of materials. For some institutions, bound typescripts are “books;” for others they are “manuscripts [managed as items].” The important thing is that the institution documents its own practices, and that the guidelines we develop encourage that as a “best practice.”

Here are our new proposed:

Category Name: Books and Other Printed Material

Definition: Materials produced for distribution, reproduced mechanically, and intended to be read.

Scope: Materials included in this category are frequently printed on paper but may be printed on other substances, such as vellum or cloth. Most materials in this category are textual, but the category also includes works that present non-textual content in book form.

Examples: Monographs, serials, music, pamphlets, broadsides, ephemera, graphic novels, artists’ books, color-plate books, atlases, and materials embossed for the use of the visually impaired.

Next Meeting: Thursday 11 June 2:00 (Eastern)

Next Up for Notetaking: Cyndi