

SAA-ACRL/RBMS Joint Task Force on the Development of Standardized Statistical Measures for Public Services in Archival Repositories and Special Collections Libraries
June 9, 2017

Attending: Amy Schindler (notetaker), Gabriel Swift, Beth Yakel, Christian Dupont, Sarah Polirer, Brenda McClurkin, Bruce Tabb

I. Status

Final edits done this morning. Will submit to RBMS Exec later today to begin the approval process on that side. Will submit to SAA today as well.

IIx. Announcing Submission - Submitted to RMBS Executive Committee June ____; FYI to SAA Standards Committee for initial review

1. SAA & ALA Connect websites
2. ACRL leader and Assessment listserv
3. SAA leader list, SAA RAO section, and SAA Archives Management section
4. Archives & Archivists listserv
5. Email vendors, suggest review for implementation : Aeon, LibAnalytics/Springshare, & check survey responses for who else to contact -
 - a. Gabriel will work up a list of archives & libraries vendors
6. Email individual commenters with thanks and link to proposed standard
7. Glossary to SAA Dictionary Working Group - Amy

II. Final Projects (summer 2017) & ongoing

- A. Create a digest (~2 page) version of the basic measures
 - Create a brochure/something more attractive than a simple Word document; so it would be a marketing piece too: *Gabriel, Brenda, Sarah, Amy*
- B. Gather sample survey instruments/reports
 - Moira, Emilie, & Gabriel* have been working on example reports; Amy can share springshare, Sarah can share spreadsheet
- C. Future conference presentations and workshops including Emilie's invitation to propose a workshop for the 2018 RBMS Conference (due June 9th!) >
 - Christian & Emilie will followup with conference organizers
- D. Ideas for what to do from earlier meetings & conversations:
 1. Answer questions about standard
 2. Introduce 2 page document
 - a. Is this the same as Emilie's idea of a checklist from January meeting?
 3. Template examples
 4. Apply for a grant to create templates. SAA Foundation grant program - submit a project to do this or other extensions of the work of the task force. Due February 2018.
<http://www2.archivists.org/groups/saa-foundation-board-of-directors/society-of-american-archivists-foundation-grant-application>
 5. Mini case studies on implementing data gathering and using tools like Aeon, LibAnalytics, etc.
 6. Plan for future implementation assistance
 7. Develop workshop - in-person, webinars

- a. Lots of options: RBMS, MARAC, MAC Symposium, SAA
http://www2.archivists.org/prof-education/overview_development, etc.
- b. Who is interested? This could be more than just Christian and Emilie continuing/evolving the workshop they are offering later this month.
 Proselytizing and instructing is everyone's responsibility?
8. Bring in archivists from non-academic repositories to present sample case studies (record and share online)
9. List of potential future work such as identifying a data repository and an interface for reporting and sharing data: *include these in the final reports to RBMS Exec and SAA Standards*
10. Examples of archives & special collections using & customizing the READ scale; contact repositories - *To be assigned - Moira was suggested*
11. Online home for "Related Resources" - we could request this from SAA RAO Section
12. Form RBMS discussion group around this/related matters - RBMS folks
13. Align standard with impact stories (see ARL collection of impact stories in 2014)

III. Agenda for ALA and SAA meetings

-[ALA : Sunday, June 25, 1pm Central](#): only Christian is attending & we will not do skype: will plan to share/update, disseminate, answer questions; Christian will also attend RBMS Exec Committee meeting to give final report; C will attend RBMS 2018 conference to discuss potential session/workshop

-[SAA: Tuesday, July 25, 3-5pm](#) : will plan to share/update, disseminate, answer questions; Amy will meet with Standards Committee Tu PM; *see if a meeting can be scheduled with RAO leadership during SAA-Amy*

IV. Other business

Final Reports to SAA and RBMS: There's lots of energy and potential future projects, so capitalize on that: statistical survey and repository, assessment committee, workshops, etc.

*Ask if we can maintain the JTFPS listserv indefinitely - Amy

Post-task force action items to RAO and in final annual report-Amy

Many thanks all around! We (almost) did it!