Minutes of the SAA-ACRL/RBMS Joint Task Force on the Development of Standardized
Statistical Measures for Public Services in Archival Repositories and Special Collections
Libraries
August 13, 2014
Washington, D.C. Marriott Wardman Park

Following an opening joint meeting of the SAA-ACRL/RBMS Joint Task Force on the
Development of Standardized Holdings Counts and Measures for Archival Repositories and
Special Collections Libraries (Affiliated Group)and the SAA-ACRL/RBMS Joint Task Force on the
Development of Standardized Statistical Measures for Public Services in Archival Repositories
and Special Collections Libraries the task forces met separately.

I. Introductions
Members shared their interests and motivations for volunteering. How we collect, what we
collect, assessment, and using data for advocacy were recurrent themes.

II. Meetings
ACRL policy requires agenda to be posted 14 days prior to in-person meetings, including
announcing agenda and conference calls in advance. SAA requires meeting minutes be posted
to the microsite within 30 days.
        >>Action: Do we have a volunteer to be the task force's regular notetaker? If not, we'll
rotate.
>>Action: Do we have a volunteer to be the webmaster for the task force's SAA microsite?

III. Purpose and Scope of Our Work
Discussed the group's charge. Much discussion of how we understand and define terms
including "user" and "public services" (department and service) as well as what the task force
will create (metric v. measure). In a self-service world, how do we define the unmediated use?
How do we measure the delivery of information? Should we mention what we cannot collect?

IV. Next Steps
Website: add library standards and information from emetrics project.
What standards and definitions are being used?
>>Action: Create list of relevant standards and share on listserv.
>>Future Action: Review current SAA Glossary for relevant definitions. Determine where we
recommend changes and additions. Submit to Dictionary Working Group.
Review literature: See RBMS reports and bibliography on Archival Metrics website.