2018 February 14
Standards Committee conference call

Attendees:
John Bence
Karin Bredenberg
Kira Dietz
Michele Pacifico
Becca Wiederhold
Lindsay Wittwer

Report-outs:
- TS-AFG (Pacifico)
    - Numerous chapters of the facilities guidelines are n first or second drafts. A few chapters are almost ready to be sent out for peer review.
    - Industry research is lacking in many of the guidelines' domains and SAA may be leading the charge in addressing gaps in present knowledge with this project
    - Plans for SAA's Fundamentals Series III includes a revision of the module on preservation. Michele is in touch with Publications to ensure coordination between SAA-endorsed standard and future SAA publications.
    - Current plans are to send individual chapters out for peer review as they are completed, rather than wait for all of them to be finalized before sending out for review.
- TS-EAS (Wittwer)
    - EAD3 out for comments
    - Revisions of EAC-CPF have begun
    - Need for definitive answer to lingering questions about continuous renewal
- TS-DACS
    - DACS Principles draft went out in the summer, waiting on new draft for dissemination.
    - Annual meeting proposal accepted, but low commitment from TS members, might need to expand scope of panel.
- NISO (Pacifico)
    - SAA appointed Michele Ganz as liaison to Ad Hoc Group to review possible solutions for the maintenance of ISO 5127 as a database standard
    - Pacifico will share information with Standards, SAA Leaders, and relevant Sections about possible submitting comments on the ISO technical report "[Records management in the cloud: Issues and concerns](#)"

***Guidelines for Primary Source Literacy*:**
- Submission packet from the SAA/RBMS Joint Task Force was reviewed prior to the call
- One area of debate was the lack of a maintenance and review plan. However, the JTF-PSL's report to Standards included a summary discussion of the issues leading to a

lack of clarity in this area. For one, the nature of the JTF means there is no official SAA group responsible for the standard, though RAO was proposed. Additionally, coordination with RBMS for maintenance of the standard seems to be an important part of the plan going forward.

- Another discussion was around the JTF's lack of examples provided within the text of the draft guidelines. This was addressed in the JTF-PSL's report to standards, which pointed out that while public comments clearly requested examples be included, the JTF was hesitant to include any for fear of limiting possible application of the standard. Instead, the JTF has independently pursued an ePub series on the topic to be published in coordination with the Publications Board. It was determined that this was satisfactory.
- Standards approved the guidelines with the caveat that the maintenance and review be addressed. John Bence will reach out to Council for guidance on possible involvement by RBMS in maintenance of all JTF-developed standard and work with JTF co-chairs to create a maintenance and review plan.

Standards Portal:
- Initial attempts to reboot efforts to revisit the portal were unsuccessful since January. Individuals previously involved in exploring the issue could not commit discretionary time to this project.
- Definitions, acceptance criteria for what constitutes a guideline/standard/best practice, relationship to external standards, maintenance of the portal, etc. came up as areas for exploration.
- Co-Chairs will explore ways forward, including a possible appeal to Council for resources to put toward it.
- Concurrent efforts by the Acquisition and Appraisal Section to create a policy "portal" might dovetail with these needs