

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

Sunday 28 June 2015 * 1:00 – 2:30 * Marriott Marquis San Francisco * Yerba Buena Salon 04

Task Force Members Attending: Martha Conway (University of Michigan), Rachel D’Agostino (Library Company of Philadelphia), Lisa Miller (Stanford University)

Others Attending: Alison Clemens (Yale University), Rebecca Melvin (University of Delaware)

1. Martha welcomed the group and everyone introduced themselves.

2. We shared a brief progress/status report of work accomplished to date, including (1) draft/working definitions for ten types/formats of material and (2) a reminder that we are focusing on three types of counts: bibliographic units, physical units, and space occupied. This led to a wide-ranging discussion about several issues including

- how various systems (the ILS, ArchivesSpace, etc.) provide numbers/counts;
- accounting for (1) the various ways collection material is shelved (e.g. by size in a high-density storage facility) (2) the fact that in many repositories audio, moving image, and other “special formats” are shelved separately (for storage efficiencies) and (3) distinguishing collection material that is processed (described and available for use) from collection material that is not processed; and
- how and for what purposes we would share “holdings counts and measures” information with potential researchers.

3. We adjourned at 2:15 for a joint meeting with the SAA-ACRL/RBMS Task Force on the Development of Standardized Statistical Measures for the Public Services of Archival Repositories and Special Collections Libraries. There we discussed (1) ideas and suggestions for session proposals for various 2016 meetings (RBMS, SAA, the Library Assessment Conference, regional gatherings, etc.) and (2) making an effort to communicate about our work via various publications including *Archival Outlook*, *College & Research Libraries News*, regional newsletters, etc.