

BC Electronic Library Network
STEERING COMMITTEE Meeting

Minutes: June 20, 2008

In Attendance:

Janet Beavers
Anita Cocchia
Gordon Coleman
Lynn Copeland
Kate Cotie
Bob Foley
Donna Friedlander
Kim Isaac (guest)
Lynn Jordon
Nancy Levesque

Dana McFarland
Korinne Moone (recorder)
Carole Compton-Smith
Heather Morrison
Todd Mundle (chair)
Sunni Nishimura
Jo Anne Newyear-Ramirez
Marnie Swanson
Jacqueline van Dyk

Opening Remarks:

T. Mundle welcomed new committee members Lynn Jordon (BCLA President) and Jo Ann Newyear-Ramirez (UBC), and new BC ELN staff member Korinne Moone.

1. Adoption of Agenda

The Agenda was adopted as tabled.

2. Items for Discussion

2.1. Institutional Status Change – CU, ECUAD, KPU, UFV, VIU

A. Cocchia presented an overview of the issues and opportunities arising from the upcoming change to university status of 5 BC ELN partner library institutions (Capilano University, Emily Carr University of Art and Design, Kwantlen Polytechnic University, University of the Fraser Valley, and Vancouver Island University). The status changes were announced in April; legislation is anticipated this fall. The status announcements impact both the BC ELN governance categories and the tiers used for licensing costs.

Governance categories: there are no implications for Emily Carr, which moved to *Small Universities* in 2006. For the category *University Colleges and Institutes with 4 Year Programs*, there will be a name change to *Regional Universities and Institutes with 4 Year Programs*.

Capilano University will move from the *Urban Colleges category* to *Regional Universities category*. This means a net gain in 1 institution for *Regional Universities*, and a drop of 1 institution in *Urban Colleges*.

Pricing tiers: there are no implications for Emily Carr which became part of the Small University tier in 2006. There is no major change in programs or student mix at the university colleges (KPU, UFV, VIU), suggesting that a simple name change to the pricing tier, from University Colleges and Institutes to Regional Universities and Institutes, will be sufficient. The largest change involves Capilano, moving from Urban Colleges to Regional Universities. There will be some increased pricing with this change. The suggestion was made that pricing changes be phased in whenever possible. BC ELN vendors are usually quite flexible in this situation.

No changes will be made, either to pricing or to BC ELN governance, until the legislation is in force.

2.2. Strategic Plan – Refresh / 20th Anniversary

H. Morrison presented a review of the 2006-2011 Strategic Plan (Bold Steps, Strategies, Outcomes and Milestones, and Core Values and Principles), and the process through which the plan was developed (environmental scan, broad-based consultation through an electronic town hall, appreciative inquiry interview exercises, 3-day large group planning session with a facilitator, and operational planning). According to the Outcomes and Milestones, it is time to review and refresh the plan about the end of 2008.

A preliminary overview of the Bold Steps, Strategies, Outcomes and Milestones suggests that the Bold Steps and Strategies are still valid. An operational update would be beneficial; for example, our current outcomes lists "launch service" as a Milestone for Virtual Reference - clearly a Milestone BC ELN reached some time ago! There was discussion about possible approaches to the update. BC ELN will coordinate updating of the Strategic Plan, in consultation with BC ELN stakeholders, to be brought to Directors for feedback and the Steering Committee for endorsement, late in 2008 or early in 2009.

A. Cocchia initiated discussion on celebration of BC ELN as an organization. The 20th anniversary of BC ELN is coming up in 2009. Possibilities for celebration include holding a special event, possibly in conjunction with the BC Library Conference, creating an historical document to commemorate the milestone, and a new logo and website design for BC ELN.

Discussion: it was agreed that this is an important milestone; it was suggested that high-level Ministry representatives should be present for the celebratory event. The 2009 May 12 Election could conflict with a BC Library Conference event. Alternatives could include a fall event, more than one event, or delaying celebration until the 21st anniversary (BC ELN comes of age). Discussion to continue.

2.3. Multi-Sector Bundle

A. Cocchia presented the context and a brief history of this project. In October 2007, a meeting was held of the 3 sectors, K-12, public libraries, and post-secondary libraries to work collaboratively on database licensing, attended by Ministry representatives. BC ELN has received funding in the amount of \$250,000 to cover the "gap" between the current spend of BC ELN partner libraries and what is needed to provide the full Multi-Sector Bundle to all BC ELN libraries for 2 years. BC ELN will work with its member institutions to develop a plan to sustain this service for students into the future. Working together brings additional content and cost savings to BC ELN partner libraries, for example no price increases for two years on existing products and additional discounts on print purchases. The subscription term is August 1 - July 31, and the Multi-Sector Bundle launches on August 1, 2008.

Discussion: there were questions about sustaining the bundle after the two years. A sustainability plan will be developed. If alumni of post-secondary institutions would like to access the bundle, they can be referred to their local public libraries. There were questions about existing subscriptions; invoicing and terms remain the same.

Thanks were voiced for all the hard work ELN has put into realizing this deal. Steering Committee members will consult with the partner libraries they represent; further discussion is planned for the next Steering Committee meeting.

2.4. Provincial Digitization Symposium

A. Cocchia presented plans to date for a Provincial Digitization Symposium, to be held Dec. 1-2, 2008, at the University of British Columbia, jointly planned by BC ELN, the Irving K. Barber Learning Centre, and Public Library Services Branch (PLSB). This Symposium flows from Strategy 3.1 of the 2006-2011 BC ELN Strategic Plan, Facilitating the Creation of Digital Collections.

2.5. Library 2020 – Update

T. Mundle presented an update on Library 2020. Two subcommittees have been formed, one to look at governance structure and one for the creation of an RFP for a contractor to identify priorities and activities and develop a business plan. It is anticipated that the RFP will be issued mid-July, and the contractor's final report for September.

There was discussion about funding for the contract. BC ELN is contributing \$5,000.

3. Items for Decision

3.1 AskAway Virtual Reference – Terms of Reference

Kim Isaac, chair of the AskAway Advisory Committee, brought forward two recommendations from the committee to amend the AskAway Advisory Committee Terms of Reference. The recommendations came out of a consultative process with participating libraries.

Motion 1:

That the AskAway Advisory Committee Terms of Reference be amended to include two positions-at-large to ensure service providers and administrators are adequately represented.

Discussion: An inquiry was made about how the positions would be determined. A call for volunteers would be sent out, and the AskAway Advisory Committee would then decide participation based on the need for balanced geographic representation.

Moved – Nancy Levesque

Seconded – Lynn Copeland

Motion Carried

Motion 2: That the AskAway Advisory Committee Terms of Reference be amended to include a position for the current president of CPSLD.

Discussion:

The rationale for this suggestion is that AskAway in future could represent a large portion of public services at partner libraries. There was some concern expressed about the size of the committee. If the CPSLD President were on the Committee in another capacity, there would not be a need for another position.

Moved – Marnie Swanson

Seconded – Bob Foley

Motion Carried

3.2 Private Sector – Pilot Update

A. Cocchia presented the Interim Agreement between BC ELN and Quest University, and a brief history of potential pilot agreements with Quest University and University Canada West. Both institutions were invited late last year to take part in the pilot project. Quest University has

requested three changes to the agreement. They would like to be considered a 2-year institution for the duration of the pilot, and have the database research fee reduced from 7% to 3% (proposed changes to the first three pages of the Interim Agreement). Quest also requested to sit on the Steering Committee for the duration of the pilot for information purposes.

Discussion

There was consensus that Associate Members would not be expected to participate in BC ELN governance, and agreement that it would be beneficial to appoint a member of the Steering Committee as a liaison for informational purposes. Some concern was expressed about the request to be considered as a 2-year institution; even for the pilot, and it was emphasized that Quest would be expected to participate at the appropriate tier level after the pilot agreement.

Motion: to accept the first three pages of the agreement as presented.

Moved: Marnie Swanson

Seconded: Dana McFarland

Abstained: L. Copeland, T. Mundle

Motion Carried

3.3 Expenditure Plan, 2008/2009

A. Cocchia presented the 2008/09 expenditure plan.

The Ministry of Advanced Education has increased the annual budget allocation for BC ELN to \$473,000 (from \$450,000), an ongoing base adjustment to provide for employee salary increases at levels similar to those provided to other public sector employees. These increases include \$5,500 in 2006/07, \$8,100 in 2007/08, and \$9,400 in 2008/09.

AVED contributed a one-time funding grant of \$370,000, consisting of \$120,000 for AskAway and \$250,000 for the Multi-Sector Bundle (covers two years support for the "gap" between current spend and the BC ELN portion of the bundle). Additional expenditures this year are the Digitization Symposium, ELN's contribution towards the cost of the Library 2020 contractor, and the proposed 20th anniversary celebration.

Discussion: AVED was thanked for its funding support.

Motion: that the Steering Committee accepts the 2008/09 Expenditure plan as presented.

Moved: M. Swanson

Seconded: B. Foley

Abstained: L. Copeland, T. Mundle

Motion Carried

3.4 Steering Committee Chair Selection: on hold until the new Steering Committee representatives have been selected.

4. Items for Information

4.1 AVED report

K. Cotie

K. Cotie reported on Campus 2020. An E-Systems Collaboration Workshop was held on February 27, and an Action Plan is in the works this summer. AVED is pleased to provide one time funding for the Multi-Sector Bundle, and emphasized the need for a sustainability plan. AVED is currently working with private institutions on an educational quality assurance program, to develop a "BC Brand" with recognition of quality, important to attract foreign and overseas students.

4.2 BCLA report

L. Jordon

Michael Burris resigned at the end of May; interviews for the Executive Director position are in progress. The BCLA Reporter will change to quarterly publication starting this winter. BCLA communications will change in focus, with a view to getting news out electronically in a more timely fashion. The 2008 Conference was very successful, with 560 registrants. Future conferences will have more sessions to accommodate additional library sectors, including K-12, health, archives, and more. A downtown Vancouver venue is contemplated for 2010. BCLA is participating in planning for the IFLA Satellite conference, in Vancouver August 5-8 2008.

4.3 PLSB report

J. van Dyk

The PLSB Strategic Plan Refresh is in process, and a Legislative Review of the Libraries Act is coming up. PLSB recently held a large group meeting focusing on the Multi-Sector Bundle.

Sitka update:

- 5 libraries launched
- 18 total by end of year
- 18 added by end of next year
- 2 college libraries and a couple of high schools plan to participate

4.4 BC ELN Progress Report, October 2007 - March 2008

G. Coleman

- Work is almost finished on the webpage showing the current reciprocal borrowing partners list. One interesting outcome of the process has been that several more libraries have announced unrestricted reciprocal borrowing to students at all BC public post-secondary libraries. Planning is underway for future phases of the project.
- The Sitka Advisory Committee has drafted a Service Management Agreement to govern the consortium, which will operate the Sitka ILS. That draft has gone out to the pilot libraries for input. Later in the summer it will be released to other sectors and stakeholders, and post-secondary library directors will be alerted when this happens. The legal structure of Sitka will be a cooperative association (co-op). An Executive Director will be hired in the fall, and the consortium will come into existence January 1, 2009.

S. Nishimura

- A request for \$120,000 in one-time funding from AVED was granted. This will cover costs until March 31, 2009.
- Post-secondary service providers have handled over 16,000 calls since the inception of the service in October 2006.
- The AskAway Advisory Committee has formed sub-committees (Sustainability, Communications and Training) to work on ideas and concepts that arose from the participating library survey conducted in February.

H. Morrison

- Negotiations are underway to update BC ELN license agreements to the revised BC ELN Model License. EBSCO negotiations are complete, ProQuest and Wilson underway.
- Renewals - BC ELN is constantly working on database renewals, now that we are coordinating 86 database licenses on behalf of partner libraries.

- BC ELN staff have been working with the ALPS LINK Project. ALPS is the BCLA Academic Librarians in Public Service; ALPS LINK is a highly successful learning objects repository for instruction librarians, working with the BCcampus SOL*R repository. ALPS LINK is a good fit with Strategy 1.4 of the BC ELN Strategic Plan, Information Literacy.

A. Cocchia

- BC ELN had a strong presence at the BC Library Conference. We were involved in at least 4 sessions, co-hosted 2 receptions, and A. Cocchia acted as Foods and Social Events Coordinator.
- The BC Books Online project (brochure handed out) is a collaboration between publishers and libraries. The objective is to make available to the province collections of BC books, about BC and published by BC publishers. It is a way to create a lasting legacy for the people of BC for the sesquicentennial celebration. The supporters of BC Books Online are seeking funding from private and government sources, approximately 2 million, with the goal to launch the project in 2008 for delivery in 2009.

5. New Business

There was no new business brought forward.

6. Next Meeting

The date and time of the next meeting will take place in either November or December of 2008. Date to be determined via the Steering Committee email list.

Meeting Adjourned.