

## **BC Electronic Library Network**

### **STEERING COMMITTEE Meeting**

**Minutes: September 28, 2007**

#### **In Attendance:**

Janet Beavers  
Anita Cocchia  
Gordon Coleman  
Carole Compton-Smith  
Ken Cooley (for Marnie Swanson)  
Lynn Copeland  
Kate Cotie  
Donna Friedlander  
Bob Foley (Chair)  
Ewa Kniec (Recorder)

Nancy Levesque  
Dana McFarland  
Heather Morrison  
Todd Mundle  
Jo Anne Newyear-Ramirez  
Sunni Nishimura  
Rue Ramirez (for Peter Ward)  
Deb Thomas  
Jacqueline van Dyk

#### **Opening Remarks:**

B. Foley welcomed the group, and coordinated introductions. New members include: J. Beavers (Rural Colleges), C. Compton-Smith (Urban Colleges), D. McFarland (CPSLD President), D. Thomas (BCLA President), and J. van Dyk (Public Library Service Branch (PLSB)). Other new participants introduced at this meeting were D. Friedlander, AVED, J. Newyear-Ramirez, e-HLbc Coordinator, and Rue Ramirez, representing UBC.

#### **1. Adoption of Agenda**

The Agenda was adopted as tabled with the addition of Campus 2020 report as item number 5.1.

#### **2. Items for discussion**

##### **2.1 Membership Discussion – Private Education Sector**

In the spring of this year, BC ELN received a letter from the Ministry asking BC ELN and its partner libraries to explore the potential of expanding service to the private education sector. BC ELN staff reviewed and analyzed membership criteria of library consortia, developed a summary of common themes and other key information, and invited feedback by partner library directors. A. Cocchia distributed a document summarizing the feedback from BC ELN partner library directors regarding the private education sector and membership. B. Foley thanked A. Cocchia for the document, and opened discussion.

#### *Discussion*

- There was extensive, thoughtful discussion about the Feedback document and the concept of including private members. The summary document was seen as a fairly accurate reflection of feedback. There was a question about including new members in governance. Feedback to date suggested the development of an Affiliate member category, separate from current public members. There needs to be more discussion about involvement of affiliates in governance.
- The potential pool of new members are the institutions accredited under the Degree Quality Assessment Board (DQAB), or those accredited or registered under the Private Career Training Institutions Agency (PCTIA) (three distinct groups). There was

- considerable agreement that there is a wide range of "readiness" to participate as a full partner in BC ELN. On the one hand, there are private institutions with a library in place, or well under development, and professional staff, one of which (Quest) has already met the criteria for participation in CPSLD. On the other hand, there are reports of private institutions that do not appear to have an intention of creating their own library or hiring their own staff, but rather have given the impression of an expectation that library services would be provided by current partner libraries at no cost. It is also highly likely that there are wide differences in level of interest in joining BC ELN, particularly among the private career training institutes. There needs to be more discussion about the potential pool of new members.
- Concerns were raised about including new members with the potential to negatively impact on the credibility of BC ELN and its current partners, citing the required closures of Lansbridge University and Kingston College. Membership criteria could include such stipulations as having a clear track record, e.g. a certain number of years of operation in BC with no suspensions. As part of the application process, BC ELN can check with Ministry about the status of the parent organization. There could be potential liability issues to be explored when considering expanding membership. There needs to be a way of reviewing members once included, and ending the membership relationship if a member no longer meets the criteria of acceptance of BC ELN goals and values. There also needs to be a means for members to end the relationship with a suitable period of notice.
  - Regarding membership fees, it was emphasized that private members are expected to pay their own way, i.e. a minimum of full cost recovery, and that their participation is expected to benefit BC ELN as a whole. K. Cotie confirmed that this is the expectation of Ministry. There is a need to develop a specific fee structure, which may include an application fee, membership fee, and service-specific fees. L. Copeland noted that the host institution administration costs will need to be recovered as well.
  - It is essential that new members provide accurate, standards-based FTE counts, as this is used to determine pricing and equitable cost-sharing arrangements.
  - There was a question about private institutions registered or accredited in BC with students outside BC. The expectation is that only BC students will be included in BC ELN membership.
  - There was consensus that the next steps for BC ELN are to proceed with a pilot project with one or two private institutions on the basis of "no harm" to current partners, and work on a document outlining the terms of membership and fee structure, in consultation with partner libraries, to be brought back to the Steering Committee for endorsement.

### **CPSLD Reciprocal Borrowing**

D. McFarland reported on the CPSLD Reciprocal Borrowing initiative. There is a high level of enthusiasm for the idea, and CPSLD requests that BC ELN move forward with next steps. This fits with Strategy 2.3 of the BC ELN Strategic Plan, *One-Card Strategy*, part of Bold Step 2 *Building the BC Library* <http://www.eln.bc.ca/view.php?id=1425>.

**Motion:** *that the Steering Committee ask BC ELN to consider the work done by CPSLD to-date regarding reciprocal borrowing and develop an operational plan on behalf of post-secondary libraries to implement academic reciprocal borrowing.*

**Moved:** T. Mundle

**Seconded:** D. McFarland

**Carried**

### **3. Items for decision**

#### **3.1 Expenditure Plan, 2007/2008**

A. Cocchia presented the 2007/2008 expenditure plan. An additional expenditure this year is the Library 2020 Symposium, sponsored in partnership with PLSB. BC ELN has also allotted money to *West Beyond the West*, a BC history digitization initiative in partnership with UBC Irving K. Barber Learning Resources Centre and PLSB, as part of Strategy 3.1 of the BC ELN 2006 - 2011 Strategic Plan, *Facilitating the Creation of Digital Collections*.

#### *Discussion*

- BC ELN has not received a response from the Ministry about the one-time funding request for the AskAway service. K. Cotie clarified that the Ministry has not yet made any decisions on one-time project funding.

**Motion:** *that the Steering Committee accepts the 2007- 2008 Expenditure Plan as discussed*

**Moved:** D. McFarland

**Seconded:** J. Beavers

**Carried**

#### **3.2 AskAway Advisory Committee – Term of Reference**

C. Compton-Smith presented an update on the BC ELN AskAway Advisory Committee. The existing AskAway Planning Team/BCcampus Learners Services Committee will be reconstituted into the AskAway Advisory Committee, reporting to the BC ELN Steering Committee, to work on operations of AskAway. C. Compton-Smith will present a request to CPSLD that the BCcampus Learner Services committee, a sub-committee of CPSLD, be reconstituted to continue work on the BCcampus Learner Services Portal. The "Terms of Reference" for the new BC ELN AskAway Advisory Committee was presented.

**Motion:** *that the Steering Committee accepts the AskAway Advisory Committee Terms of Reference as presented*

**Moved:** L. Copeland

**Seconded:** N. Levesque

**Carried**

#### **3.3 Steering Committee Chair - Election**

B. Foley asked the Steering Committee members for nominations for a new chair. C. Compton-Smith nominated T. Mundle. T. Mundle was elected by acclamation.

### **4. Items for information**

#### **4.1 BCLA report**

D. Thomas presented an update on implementation of the BCLA Strategic Plan and the 2008 BC Library Conference, "Off the Shelf and Out of the Box: Creativity and Libraries", scheduled for April 17 – 19. There was a question about why BCLA and CLA are holding separate conferences in Vancouver in 2008, rather than a joint conference.

The BC Library Conference is essential to BCLA. Registration in recent years has grown from 400 to close to 600. BCLA has built close relationships with other library associations based on expanding the conference beyond BCLA to encompass the entire BC library community. BCLA's recent strategic plan bears this out, as the conference is the primary reason people join BCLA.

The strong conference programming in recent years is likely a factor in expanding membership to historical levels. The Board has made a number of decisions to ensure that the conference is as accessible as possible, such as consistent timing and location. Revenue generated by the conference has been in the range of \$40 - \$50,000 per year, enabling BCLA to support a number of initiatives that would otherwise have been impossible. The last time BCLA held a joint conference with CLA (2004), conference revenue was cut in half, to \$20,000. When CLA approached BCLA about a joint conference in Vancouver in 2008, BCLA agreed to explore the possibility based on three issues 1) maintaining our April dates 2) more local control of the program, and 3) revenues closer to the average of recent BCLA Conferences. This would have meant \$40,000 (or 6% of CLA conference revenue) for BCLA. Number 1 seemed doable. We never discussed Number 2. When Number 3 was broached, the CLA Executive Director said that it would need to be discussed with CLA council. Our next communication from CLA was to confirm that CLA would be holding a stand alone conference in 2008. We have had no further discussions since that date.

#### **4.2 Library 2020 - Update**

A. Cocchia presented an update on the Library 2020 Symposium, which BC ELN is co-sponsoring in partnership with PLSB. The one day invitational symposium, featuring leaders from the public, school, post-secondary and other library communities, and representatives of the Ministries of Advanced Education and Education, is anticipated to be an event of historic significance. The Library 2020 Symposium fulfills Strategy 2.1 of the BC ELN Strategic Plan, <http://www.eln.bc.ca/view.php?id=1425>, *Provincial Symposium on BC Library*. The Library 2020 Symposium will explore means of building on BC's history as a leader in collaboration within and across sectors towards the kind of coordinated approach that would be optimal in the BC context.

#### **4.3 PLSB report**

J. van Dyk presented an update on PLSB initiatives. The successful One Card initiative, supported by the Ministry of Education, was launched in winter 2006. British Columbians can borrow and return materials to any public library in BC. PLSB is in the process of implementing BC Pines <http://pines.bclibrary.ca/>. 50 public libraries will eventually be using the Evergreen open source integrated library system (ILS); a soft launch of two sites is anticipated for November. Post-secondary libraries are welcome to join the project. BC ELN is represented on the BC Pines Advisory Committee. The BiblioCommons project is going ahead, with two public libraries launching as pilot sites in the near future. And PLSB is now engaged in a process to refresh their three year strategic plan "Libraries without Walls".

#### **4.4 Progress Report, April – September 2007**

The *April - September BC ELN Progress Report* was distributed with the Agenda: <http://www.eln.bc.ca/view.php?id=128>. BC ELN staff presented highlights of recent activities.

G. Coleman reported that new licenses have recently been added for *Quicklaw* and *Auto Repair Reference Center*, both highly ranked by partner libraries on the annual ranking survey. A total of 34 database licenses were renewed from April to September, including six Oxford University Press databases coordinated by BC ELN on behalf of Consortia Canada.

The BCLA Academic Librarians in Public Services (ALPS) Library Instruction Knapsack (LINK), a project for BC academic librarians to share instructional materials through the SOL\*R repository developed by BCcampus. ALPS LINK just announced an "upload your learning objects" contest. Prizes will be presented at the ALPS annual meeting in December. BC ELN is working closely with ALPS LINK as part of Strategy 1.4 in the BC ELN Strategic Plan 2006-2011, *Information Literacy* <http://www.eln.bc.ca/view.php?id=1425>.

H. Morrison presented an overview and update on BC ELN resource sharing initiatives. Outlook OnLine, the long-standing BC public / post-secondary library collaboration which brings together

BC's library collections for searching and requesting, was upgraded to the AGen Version 3 software in September 2007. Upgrades are automatically included in our contract. Our vendor, Auto-Graphics, has also recently confirmed that BC's Relais ILL users (universities) can participate in the network virtually via ISO ILL, at no additional charge.

H. Morrison has completed a number of reSearcher Overview / Version 2 training sessions. The reSearcher software suite facilitates linking between the different resources available to a library (different electronic databases, the province's collective print holdings), and requesting. Version 2 features a more user-friendly administration, making it possible for more libraries to handle their own customization work, if desired. BC ELN staff will continue to handle customization work for any library that prefers this arrangement.

The CUFTS Free! Open Access Collections group issued a call for volunteers, and the response was enthusiastic. Local open access collections to date include Open Access Journals, Open Access Magazines, and Free Government Serials.

H. Morrison reviewed some key BC ELN Communications vehicles: the Year in Review, BC ELN brochure, and BC ELN Connect. BC ELN's external communications tools are available to partner libraries for local communications efforts; BC ELN staff are available for general presentations on BC Electronic Library Network.

S. Nishimura presented on AskAway, the award-winning provincial post-secondary virtual reference service. Sunni handed out a sheet of statistics from the summer term; AA service providers handled over 1800 sessions from May 7 to Aug 3. We can now say that 1 in 20 BC learners has used AskAway! AskAway received awards this spring: the *ETUG Judge's Category Innovation Award*; the *BCLA Service Merit Award*; and the *Academic Librarians in Public Service Award*. AskAway continues to offer PD sessions via Breeze software licensed through BCcampus.

J. Newyear-Ramirez reported on Electronic Health Library of BC (e-HLbc) activities. e-HLbc was formed to purchase province-wide access to selected online health knowledge resources (databases, indexes, abstracts and full-text journals). The e-HLbc was officially launched on April 1st, 2006. BC ELN acts as the administrative centre for e-HLbc. The contract is subject to renewal, and currently extends to March 31, 2008. BC ELN hired Jo Anne Newyear-Ramirez as e-HLbc Coordinator in late June 2007. Since then, one new membership pilot with the Physiotherapy Association of BC has begun, numerous member site visits have occurred and e-HLbc was featured in the September 2007 BC Academic Health Council Newsletter [http://www.bcahc.ca/pdf/BCAHC\\_Sept07.pdf](http://www.bcahc.ca/pdf/BCAHC_Sept07.pdf). The next e-HLbc Steering Committee meeting is set for October 29, 2007.

## **5. New Business**

### **5.1. Campus 2020 - Update**

K. Cotie presented an update on Campus 2020. AVED is forming teams to consider various recommendations. Some recommendations are moving forward, while others are in the process of study and costing. K. Cotie and D. Friedlander are on the team studying Recommendations 20 and 21, which refer to BC ELN. BC ELN will be involved in the consultation process on Recommendations 20 and 21.

## **6. Next meeting**

The date and time of the next meeting will be determined via the Steering Committee email list.

Meeting adjourned