

BC ELN Steering Committee Meeting Minutes

Friday June 29, 2018

9:30 am – 3:30 pm

SFU Harbour Centre

In Attendance:

Gwen Bird, Simon Fraser University

Melody Burton, University of British Columbia

Natalie Gick, *Simon Fraser University Officer*

Kim Isaac, University of the Fraser Valley (Chair)

Shirley Lew, Vancouver Community College, *Urban Colleges (Alternate)*

Scott Marsden, Alexander College, *Associate Members*

Lisa Petrachenko, University of Victoria (Alternate)

Debbie Schachter, Capilano University, *Regional Universities & Institutes with 4-year programs, Arca Advisory Committee Chair*

Dawna Turcotte, Northern Lights College, *Rural Colleges*

Ministry of Advanced Education:

Andrei Bondoreff, Ministry of Advanced Education, Skills & Training

Guests:

Gregg Currie, Selkirk College, AskAway Advisory Committee Chair

Julie Mitchell, University of British Columbia, WriteAway Advisory Committee Chair

BC ELN Staff:

Jennifer Bancroft

Anita Cocchia

Leah Hopton

Sunni Nishimura

Leigh Anne Palmer

Cristen Polley (Recorder)

Megan Robertson

Regrets:

Jonathan Bengtson, University of Victoria

Patricia Cia, Langara College, *Urban Colleges*

Brenda Mathenia, Thompson Rivers University, *Small Universities*

Territorial Acknowledgement

K. Isaac acknowledged that the meeting was held on the traditional territory of the Coast Salish peoples, specifically the shared traditional territories of the xʷməθkwəyəm (Musqueam), Skwxwú7mesh (Squamish), and Səlilwətał (Tsleil-Waututh) First Nations.

1. Adoption of Agenda

The agenda was adopted as distributed.

2. WriteAway Service Overview

J. Mitchell, WriteAway Advisory Committee Chair, and M. Robertson, WriteAway Coordinator, presented on WriteAway's transition to BC ELN's suite of virtual learning services as well as current and future directions for WriteAway:

- The BC ELN Steering Committee recently approved Terms of Reference for the WriteAway Advisory Committee, which now provides governance for the service.
- The service is healthy. Student submissions continue to increase and the average turnaround time meets service goals.
- WriteAway is currently undergoing an infrastructure review, which includes a software review. As there are few options for purpose-built online tutoring software, ticketing options (such as Springshare's LibAnswers) are being explored.
- The diversity of reporting structures among WriteAway participating institutions presents both challenges and opportunities. Communicating across departments is important for the ongoing growth and health of the service.

J. Mitchell and M. Robertson answered questions and shared the following information:

- Approximately 60% of WriteAway students self-identify as EAL/ESL learners. The WriteAway Admin Centre provides guides and training for tutors to meet their needs.
- As a flexible, asynchronous service, students and tutors can access the WriteAway platform at any time and from any place.
- The Admin Centre is funded by a service support fee from participating institutions and by BC ELN. WriteAway recently introduced a software support fee paid by participating institutions.
- The Flexible Contribution Plan provides a temporary solution for institutions who may not be able to fulfill their hours due to special circumstances.

3. Revised Arca Terms of Reference

D. Schachter presented the Arca Advisory Committee Terms of Reference (TOR) on behalf of the Arca Advisory Committee for endorsement by the Steering Committee.

The TOR have been revised to add two member-at-large positions for non-BC ELN members:

- These positions will be non-voting to begin, with the intent to revisit this in the future once their impact is better understood. This is in-line with how the Steering Committee worked with Associate Members.
- Members would be nominated by their peers and selected by the Arca Advisory Committee, with the principle of achieving diverse representation from different types and sizes of organizations.

D. Schachter reminded the group that the TOR was revised to reflect recent changes in Arca membership, which is the result of the partnership with the Council of Prairie and Pacific University Libraries (COPPUL), the agreement with the Irving K. Barber Learning Centre (IKBLC), and cross-sector partnerships in line with the government's focus on shared services across sectors.

Partnering across sectors and jurisdictions enhances Arca's sustainability, increases the value of the tool for BC learners and researchers, and advances the community of practice that nurtures the service.

MOTION: To endorse the revised Arca Advisory Committee Terms of Reference as presented.

Moved: M. Burton

Seconded: D. Turcotte

Motion carried.

4. Steering Committee Membership – Changes for October 1, 2018 and Vice-Chair Election

K. Isaac noted that new representatives are needed for the following governance categories:

- Associate Members
- Small Universities

The current representatives, S. Marsden and B. Mathenia, had generously agreed to stay on for 2017-18 to provide their experience with the Common Suite renewal and to reestablish staggered committee membership.

B. Mathenia will be leaving her position as Vice-Chair and a replacement is needed. K. Isaac outlined the terms of office of the Vice-Chair position. P. Cia was elected Vice-Chair by acclamation, to begin the term on July 1st, 2018.

The BC ELN Office will send partner libraries a reminder to select new governance category representatives by October 1st, 2018.

5. Ministry Report

A. Bondoreff provided an update from the Ministry of Advanced Education, Skills & Training:

- The *Aboriginal Post-Secondary Education and Training Policy Framework and Action Plan: 2020 Vision for the Future* guides the Ministry's indigenization work.
- *Homes for B.C.: A 30-Point Plan for Housing Affordability in British Columbia* outlines plans for an increase in affordable student housing. The government plans to deliver at least 5,000 new spaces in student housing as part of a \$450 million student housing program.
- The government continues to invest in open educational resources and open textbooks, including a recently announced investment in open textbooks for Adult Basic Education.
- An internal Ministry reorganization is occurring to be more learner centered and to increase efficiencies. Where BC ELN will be situated in the reorganization is still being reviewed.

6. Strategic Development

L. Hopton led the committee in a facilitated session to explore possible areas of focus for future BC ELN work.

The main concepts discussed were:

- Support for indigenization
- Shared library infrastructure
- Provincial streaming media platform
- Open Journal Systems
- Data repository service

Suggestions, ideas, and questions generated in this session will be incorporated into discussion at the All Partner Meeting November 30th, 2018.

7. New Business

There was no new business.

8. Next Meeting

The next meeting will be held in conjunction with the All Partner Meeting on Friday, November 30th, 2018. More information about the meeting will be released in the fall.