



## **BC ELN Steering Committee Meeting Minutes Friday, December 1, 2023**

**3:00 pm to 4:00 pm Pacific  
Hyatt Regency Vancouver Hotel  
Oxford-Prince of Wales Room  
655 Burrard Street  
Vancouver, BC V6C 2R7**

### **In Attendance:**

Jonathan Bengtson, University of Victoria  
Gwen Bird, Simon Fraser University  
Gregg Currie, Selkirk College, *Rural Colleges*  
Ben Ferrel, Ministry of Post-Secondary Education and Future Skills  
Natalie Gick, Simon Fraser University, *Host Site Officer*  
Tania Gottschalk, Thompson Rivers University, *Small Universities*  
Darcy Gullacher, Trinity Western University (Past-Chair)  
Shirley Lew, Vancouver Community College, *Urban Colleges*  
Brenda Mathenia, University Canada West, *Associate Members*  
Susan Parker, University of British Columbia  
Trish Rosseel, Douglas College (Chair)  
Martin Warkentin, University of the Fraser Valley (Alternate)

### **BC ELN Staff:**

Sasha Han (Recorder)  
Sunni Nishimura  
Brandon Weigel

### **Regrets:**

Camille Callison, University of the Fraser Valley, *Teaching Universities and Technical Institutions*

### **Introductions**

T. Rosseel welcomed attendees and introduced herself as the new Steering Committee chair. She then updated the group on new committee memberships: Brenda Mathenia is the new representative for Associate Members and Shirley Lew is the new representative for Urban Colleges. She noted regrets for this meeting from C. Callison.

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

The agenda was adopted as distributed.

## **2. All Partner Meeting - Debrief**

T. Rosseel invited members to share feedback on the All Partner Meeting that concluded just prior to the Business Meeting. The debrief began with expressions of appreciation for the event and thanks to the organizers for their work. There was strong positive feedback for Rachel Chong's presentation on Indigenization efforts in academic libraries, and a suggestion that this topic be included in future meetings.

Members enjoyed the Birds of a Feather sessions and other opportunities for breakout discussions throughout the day, though several noted that it would have been helpful to have a mechanism to capture takeaways from these smaller discussions to facilitate follow-up and potential collaboration. There was also a suggestion that the BC ELN Office connect with leadership of the Council of Post Secondary Library Directors (CPSLD) to identify possible overlap in year-end meeting agendas.

## **3. Vice-Chair Selection**

T. Rosseel reviewed the following procedures for selection of a Vice-Chair, taken from the Steering Committee Terms of Reference:

- The Vice-Chair serves from the winter meeting until September 30<sup>th</sup> of the following year, then moves into the Chair position
- The Vice-Chair is a member of the Executive Committee along with the Chair
- At the end of their term, the Vice-Chair becomes Chair and no longer represents a governance category
- The governance category of the outgoing Vice-Chair selects a new representative

T. Rosseel reminded the committee that past practice is for the Chair to identify someone on the Steering Committee who would be willing to sit as Vice-Chair. She then thanked T. Gottschalk for putting her name forward and invited additional nominations.

Hearing no further nominations, T. Gottschalk was elected as Vice-Chair by acclamation.

## **4. PSFS Update on SFU Service Agreement**

B. Ferrel presented an update on the development of the service agreement between Simon Fraser University, the Government of British Columbia, and sector organizations (BCcampus, BC ELN, and EducationPlannerBC).

A draft of the agreement is currently under review by SFU. A copy of this draft will be shared with the Steering Committee sometime before the end of February 2024 so that members are aware of the terms. The goal will be to implement the new agreement by April 2024.

B. Ferrel invited questions from the committee. There were no questions regarding the agreement.

## 5. Vancouver Premier College Membership - Review

S. Nishimura provided an update on Vancouver Premier College's provisional year of Associate Membership. At the December 2, 2022 Steering Committee Business Meeting, the Committee endorsed a recommendation to accept Vancouver Premier College as a BC ELN Associate Member for a provisional one-year membership beginning January 1, 2023.

Vancouver Premier College was an active participant in all BC ELN activities throughout 2023. They are currently on two licenses, including the Common Suite, and have been prompt in all payments. The BC ELN Office has no concerns with Vancouver Premier College's engagement as a healthy partner. The Office's recommendation is to extend Vancouver Premier College's provisional membership for one more year as they await approval for degree authorization from the Degree Quality Assessment Board (DQAB).

**MOTION: To extend Vancouver Premier College's provisional Associate Membership for an additional 1-year term beginning January 1, 2024.**

Moved: B. Mathenia

Seconded: T. Gottschalk

**Motion carried.**

## 6. BC ELN's Role in Research Data Management

B. Weigel presented on Research Data Management (RDM) activities at BC ELN. He reminded the committee that earlier in 2023, several partner libraries had approached BC ELN asking how the Office could support RDM strategies at their institutions. This led to further consultations about RDM in BC, including the discussion held at the July 10 Steering Committee meeting, various surveys, meetings with representatives from the BC Small Institutions Community of Practice, and presentations from FRDR and Borealis data repository managers.

Ideas arising from these consultations were distilled into a set of possible next steps that BC ELN could take to support RDM in the province, each varying in complexity and required staff time. Suggestions for next steps included:

1. Exploring interest in a collaborative curatorial support service
2. Helping partner libraries identify the services that will support their RDM strategies
3. Providing shared spaces supporting cross-institution discussions about RDM
4. Starting a project to identify the existing data repositories that BC researchers use, and finding ways to connect them to library discovery tools
5. Providing a shared online space, to compile and aggregate the training and documentation resources that partner libraries have already created

There was a question about whether the BC ELN Office has capacity to take on this work. S. Nishimura reminded committee members that these suggestions were for exploratory steps to be taken over the next two to three years, and that implementation of any actual service would need to be considered in balance with BC ELN's existing strategic priorities.

**MOTION: To approve the recommendations for BC ELN's next steps on Research Data Management support as presented.**

Moved: D. Gullacher

Seconded: S. Lew

**Motion carried.**

## **7. Administrative Updates**

S. Nishimura shared some administrative updates.

The Teaching Support Staff Union (TSSU) at SFU was involved in labour action that lasted about three weeks. The picket lines up around campus meant that BC ELN was restricted to essential services only. Though resiliency in BC ELN's services meant that these unprecedented disruptions to service areas were minimal, the labour action did initiate conversations around contingency, resilience, and continuity plans in the office. While these plans are already in place for some services (e.g., AskAway, WriteAway), they are now being considered for the office as a whole and will likely be brought to the Steering Committee at some point in the future for feedback.

S. Nishimura reported on two ongoing hiring processes at BC ELN. The first is for the Arca Migration Specialist position, a limited term librarian position dedicated to supporting the Arca migration project. This role is being funded by the Ministry capital funding and coming out of the migration budget. The second ongoing hiring process is for the WriteAway coordinator, which is a part-time APSA position. Candidates are currently being interviewed.

S. Nishimura also shared that the Office is currently exploring options for filling the open Continuing Librarian position and for hiring a finance support position.

## **8. New Business**

There was no new business.

## **9. Wrap Up**

The next Steering Committee meeting will be held virtually in May 2024 and will be scheduled in the new year.

B. Ferrel shared some words of acknowledgment for S. Nishimura in her first All Partner Meeting as Executive Director, and initiated a round of applause.

T. Rosseel closed the meeting by thanking the Committee for their participation and wished everyone safe travels home.