



BC ELN Steering Committee Meeting Minutes July 7, 2017

SFU Harbour Centre

9:00am – 2:00pm

In Attendance:

Jonathan Bengtson, University of Victoria (Chair)

Melody Burton, University of British Columbia

Patricia Cia, Langara College, *Urban Colleges* (Alternate)

Patty Gallilee, Simon Fraser University (Alternate)

Natalie Gick, *Simon Fraser University Officer*

Kim Isaac, University of the Fraser Valley, *Regional Universities & Institutes with 4-year programs* (Vice-Chair)

Scott Marsden, Alexander College, *Associate Members*

Brenda Mathenia, Thompson Rivers University, *Small Universities*

Dawna Turcotte, Northern Lights College, *Rural Colleges* (Alternate)

Ministry of Advanced Education:

Andrei Bondoreff (Alternate)

BC ELN Staff:

Jennifer Bancroft (Recorder)

Anita Cocchia

Leah Hopton

Sunni Nishimura

Leigh Anne Palmer

Regrets:

Gwen Bird, Simon Fraser University

Kate Cotie, Ministry of Advanced Education

Shirley Lew, Vancouver Community College, *Urban Colleges*

Lisa Petrachenko, University of Victoria

Shahida Rashid, College of the Rockies, *Rural Colleges*

1. Adoption of Agenda

The agenda was adopted as distributed.

2. Ministry Report

A. Bondoreff provided an update from the Ministry of Advanced Education (AVED).

The Ministry is in a period of transition while waiting for the new premier and cabinet to be sworn in and for a budget to pass in September.

The Ministry provided BCcampus with another \$250,000 to support open textbooks initiatives. Funding will be dedicated to new open textbooks and supporting the transition to Textbook Zero programs delivering entire academic programs without textbook costs. Librarians, due to their broad knowledge of information and open access issues, are an important resource to post-secondary institutions and key to open textbook initiatives.

The Ministry is currently reviewing sexual misconduct policies developed by BC's post-secondary institutions.

3. Common Suite Discussion

J. Bengtson explained that the purpose of the discussion is to identify:

1. A recommended Common Suite option to take to partner libraries for decision, and
2. A decision-making process that collects partner libraries' responses on the recommendation and indicates how the Steering Committee should proceed once feedback is gathered.

3a. Common Suite Options Discussion

Background

L.A. Palmer reminded the Steering Committee of the background to this discussion; highlighted the criteria for developing a Common Suite; and outlined the approach as well as the two Common Suite options under consideration.

- The Common Suite was the main topic of discussion at the November 21, 2016 All Partner Meeting. At the meeting, BC ELN partner libraries identified criteria to be used in the development of a Common Suite and requested that the Steering Committee provide a recommendation to partner libraries.
- Based on the criteria developed by partner libraries, a bifocal approach was taken to developing two Common Suite options. This approach simultaneously satisfies the need for system equity, for facilitating student transfer, as well as for providing institutions with flexibility, value, and discounts.
- For an in-depth and detailed review of the approach and the two options, see: http://bceln.ca/sites/default/files/agendas/CommonSuiteBifocalApproach_July7SC.pdf

Discussion

There was discussion on the relative merits of the two options: the System Option and the Flexibility Option.

The System Option includes more shared content and less spend dedicated to institutional choice (flex spend), while the Flexibility Option includes less shared content and more flex spend.

L.A. Palmer clarified that in both options, no new spend from individual libraries above existing levels will be needed.

The Committee discussed the purpose of flex spend. Flex spend meets the criteria of providing choice and flexibility to individual intuitions while also addressing historical cost imbalances for Academic Search Premier. Options that might be available to institutions with flex spend to use include: upgrades to EBSCO and ProQuest products, adding video collections, and purchasing ebooks through demand-driven acquisition.

The total amount of flex spend, and how it will be distributed, will be worked out after partner libraries approve the Common Suite option and negotiations with vendors are finalized.

Facilitated Discussion

L. Hopton asked committee members to discuss in pairs the impact of the Common Suite options from a system perspective, and to see if they could agree with their partner on one Common Suite option to put forward to all partner libraries.

After the paired discussions, the Committee as a whole discussed their opinions. Discussion covered usage, the future of aggregated databases, utility of multidisciplinary resources, and the importance of the student experience throughout their educational cycle.

The Committee agreed to recommend the System Value Option to partner libraries. This option includes the following shared resources:

- Academic Search Premier
- Business Source Premier
- Canadian News & Business Affairs (CBCA)
- Canadian Newsstream Complete

MOTION: The Steering Committee recommends that Option 1 (System Value Option) be brought forward to All Partners.

Moved: B. Mathenia

Seconded: S. Marsden

Motion carried.

ACTION: Engage partner libraries in discussions about the recommended Common Suite. This may include individual conversations, constituency meetings, web forums, etc., and will culminate in an electronic vote to determine institutional support for the Common Suite.

3b. Decision-Making Process Facilitated Discussion

L. Hopton facilitated an activity and discussion around the decision-making process for the Common Suite.

The Committee considered the pros and cons of three potential decision-making processes: decision by authority, decision by a yes/no vote, and decision by consensus.

In small groups, Committee members selected a decision-making process that could be used with partner libraries for the Common Suite vote, and considered pros and cons of their selection.

After group discussion there was agreement to use a “decision by consensus” process that allows partner libraries to vote using gradient responses.

The Steering Committee determined that, during the consensus process, should a partner library express concern with the presented option, members of the Steering Committee executive could have further communication with them and that all the final responses will be brought to the Steering Committee for discussion.

ACTION: A special virtual meeting to discuss the Common Suite will likely be held in mid-fall. The BC ELN Office will send out a doodle poll to schedule the meeting.

4. Steering Committee Membership – Changes for October 1, 2017

J. Bengtson announced that at the start of October his term as Steering Committee Chair ends and that K. Isaac will be the new Chair. A new representative will be needed for the Regional Universities governance category since the Chair has no governance affiliation.

All governance category representatives are eligible for a new representative after September 30, 2017. Each governance category has its own process for selecting a representative on the committee.

This year is unusual in that five governance categories are all eligible for new representatives at the same time. In order that not all experienced representatives leave the committee at once, S. Marsden and B. Mathenia were asked to stay on the committee for another year, with the approval of their constituencies. S. Lew and S. Rashid will finish their terms on the committee as scheduled.

All new governance category representatives should be named by October 1, 2017.

ACTION: The BC ELN Office will send partner libraries a reminder to select new governance category representatives by October 1, 2017.

5. AskAway Report

G. Currie, Chair of the AskAway Advisory Committee, delivered the AskAway report via teleconference.

Staffing Changes

Brandon Weigel, AskAway Coordinator since 2013, left the role in June. Cristen Polley, who has been with BC ELN for two years, and has been an AskAway service provider since 2012, is the new AskAway Coordinator.

Citation Best Practices

Resulting from the discussion at the local coordinators' meeting, and with approval from the Advisory Committee, the Administrative Centre is working on drafting citation best practices guidelines. These guidelines will help AskAway service providers answer citation questions more consistently across the service.

AskAway Action Planning

At the February meeting, the AskAway Advisory Committee participated in a facilitated Action Planning Session to answer the question: *What would make an even better AskAway?* The purpose of this session was to develop action plans to further BC ELN's goal of supporting key virtual learning services (Strategic Plan of 2016-2021). The committee came up with several potential actions for AskAway to pursue in the coming year, and is in the process of narrowing the list to three via vote. These actions will be shared with the broader community.

6. Arca Report

K. Isaac provided an update on Arca on behalf of Debbie Schachter, Chair of the Arca Advisory Committee.

Arca Growth

Arca now consists of 14 participating sites, with more than 74,000 items in over 250 collections – an increase from last November's 11,000 objects in 173 collections. The growth in objects is the result of several digitization projects undertaken by College of the Rockies, Douglas College, University of Northern BC, University of the Fraser Valley, and Northwest Community College. Browse the collections here: <http://arcabc.ca/islandora/object/bceln%3Aroot>

More growth in the number of participating sites is anticipated, as discussions are ongoing with several BC ELN partner libraries. Public libraries have also expressed interest in adding their local history digitization projects to Arca.

SFU Hosting

The Arca Administrative Centre is planning to move from Amazon Web Services hosting to SFU cloud hosting. SFU hosting rates are more favourable than the current rates, and having Arca hosted locally will create greater efficiencies around administration.

Arca Service Support Fee

Now that Arca is moving from a start-up phase into operational mode, the Advisory Committee has revisited the Arca Service Support Fee. This fee covers the costs of maintaining the service (including platform hosting and support), governance, Administrative Centre staffing, and the communications infrastructure. The fee is currently a flat rate for all institutions and includes a portion of the available storage.

The Advisory Committee met once already to discuss a service support fee cost sharing model. Such a model should keep the service as accessible as possible for all organizations and ensure

the service is sustainable while also accommodating the diverse needs of participants with varying levels of resources available to put into Arca. More meetings are planned for the fall.

7. Next Meeting

The next in-person Steering Committee meeting will be held in conjunction with the All Partner Meeting on December 8, 2017.