



BC ELN STEERING COMMITTEE TELECONFERENCE MINUTES

Friday, March 9, 2012

In Attendance:

Gohar Ashgoughian, University of Northern British Columbia, Small Universities

Jonathan Bengtson, University of Victoria

Gregg Currie, Selkirk College, Rural Colleges

Charles Eckman, Simon Fraser University

Natalie Gick, Simon Fraser University Officer

Mary Anne Guenther, North Island College, (Chair)

Sybil Harrison, Camosun College Urban Colleges

Ingrid Parent, University of British Columbia

David Pepper, BC Institute of Technology, Regional Universities

Venessa Wallsten, Quest University Canada, Associate Member

Guest:

Todd Mundle, Chair, AskAway Advisory Committee

BC ELN Staff:

Anita Cocchia

Megan Crouch

Heather Morrison

Sunni Nishimura

Reece Steinberg (Recorder)

Regrets:

Debbie Azaransky, Ministry of Advanced Education

Rahel Umpherson, Ministry of Advanced Education

1. Adoption of Agenda

- Minutes of the December 2nd meeting were approved by email.
- There were no additional items to add to the agenda.

2. Items for Decision

2.1 Steering Committee Vice Chair – Election

M.A. Guenther introduced the topic, and explained that selecting a vice chair had been missed at the December meeting.

Discussion:

There was discussion on whether non-voting members could hold a chair position. The decision was that this was not appropriate.

ACTION: M. A. Guenther will recruit a new vice chair from voting committee members.

2.2 AskAway Advisory Committee – Recommendations

2.2a. Service Support Fee Increase

T. Mundle presented the AskAway Advisory Committee's [recommendation](#) (PDF) to increase the AskAway Service Support Fee for 2012/13. He reported that the AskAway Actions & Achievements report had been submitted, and that BCcampus had communicated a funding reduction for 2012.

Discussion:

Question: Why did BCcampus reduce funding?

Response: A. Cocchia responded that BCcampus' own funding had been cut, requiring them to make cuts as well. They expressed strong support for AskAway.

MOTION: To endorse the AskAway Advisory Committee recommendation that the AskAway Service Support Fee for 2012/13 see a 5% increase over 2011/12, as presented in Agenda item 2.2a.

Moved: M.A. Guenther

Seconded: D. Pepper

Motion carried

2.2b. Summer Library Commitment Model

T. Mundle presented the AskAway Advisory Committee's [recommendation](#) (PDF) to endorse the Summer Sustainability recommendations. These include that library staffing commitment hours during the summer be formalized in separate May/June and July/August schedules, and that institutions unable to meet their summer hours be given the option of compensating the service. It was also recommended that this approach be phased in.

Discussion:

Question: Is there a reduction of service hours over the summer?

Response: A. Cocchia responded that there was no reduction in service hours, just a reduction in the number of staff per hour.

Question: What are the summer use trends?

Response: T. Mundle responded that the service overall, including in the summer, rises about 10% per year.

Question: Was the number of staff per hour based on usage?

Response: A. Cocchia responded that the level of staffing is based on data collected since the service began in 2006. Adjustments to staffing are made as required.

Question: What FTEs are being used to assign tiers?

Response: BC ELN uses funded FTEs from institutional budget letters supplied by the Ministry of Advanced Education. Further information available on: [Administration: BC ELN FTE Statistics](#).

ACTION: Ensure that the source of the FTEs is explicit on the commitment schedule.

Discussion: I. Parent expressed concern that she did not have sufficient understanding of the impact of the summer commitment on her institution to vote in favour. G.

Ashgoughian felt that there had not been sufficient time to consult with her governance constituents about this change.

MOTION: To endorse the AskAway Summer Sustainability recommendations as presented in Agenda item 2.2b.

Moved: M.A. Guenther

Seconded: S. Harrison

Abstaining: I. Parent, G. Ashgoughian

Motion carried

3. Items for Information

3.1 Innovation and Success 2011

A. Cocchia updated committee members on BC ELN's Innovation and Success report, which was submitted in early February to the Ministry of Advanced Education, and subsequently posted on website and sent to library directors. Typically Ministry reports back in April or early May on BC ELN funding.

3.2 Ministry Report

A. Cocchia presented information on the organizational changes at the Ministry of Advanced Education, which were recently announced. BC ELN will transition to the new Strategic Policy and Planning branch within the next month. Susan Brown will lead this branch; director and staff contact will be finalized in a few weeks.

3.3 WriteAway

S. Nishimura updated committee members on the current status of WriteAway, and provided an overview.

The pilot phase is scheduled to begin in May, 2012 for the early-adopter sites; after that, other institutions will be able to join the project as they are ready.

A Software Selection Subcommittee is undertaking a full software evaluation process to select a platform that will meet the needs of the pilot phase. The WriteAway Concept Committee will receive the software recommendation, and make a decision by the end of April.

The WriteAway Survey has been launched, and results will be available shortly. The results will be used by WriteAway's Service Guidelines Subcommittee to help understand current writing support practices in BC.

S. Nishimura stated that WriteAway is in the process of submitting a funding request to BCcampus.

Discussion:

Question: Is it possible to find more information on WriteAway staffing and other general topics?

Response: S. Nishimura invited interested committee members to join a listserv that provides updates on WriteAway. To join, send an email to: write-away-project@sfu.ca

3.4 Strategic Actions – 2012/2013

H. Morrison gave an overview of BC ELN's high-level priorities for 2012/2013. She reminded committee members that these were derived from the strategic planning activities BC ELN undertook over the past year. She added that the strategic actions were flexible, and that there was room for movement if BC ELN membership wanted actions changed or if new opportunities arose.

Discussion:

Question: There are a lot of strategies. Can BC ELN complete all the actions?

Response: H. Morrison responded that the BC ELN office had worked to provide balance between the activities underway and new initiatives. H. Morrison provided additional information on priorities, and expressed confidence that good progress could be made with the priorities.

4. New Business

No new business.

5. Next Meeting

The next meeting will be scheduled in June or early July. The BC ELN office will send committee members a Doodle to check for availability.