

BC IR NETWORK ADVISORY COMMITTEE
THURSDAY, JULY 30, 2015

Meeting Minutes

1:00 PM – 2:30 PM

Via teleconference

Attending	
April Haddad / Justice Institute of BC	James Rout / Emily Carr University of Art + Design
Kim Isaac / University of the Fraser Valley (Alternate Chair)	Don Taylor / Simon Fraser University
Brenda Mathenia / TRU	Anita Cocchia / BC ELN
Elizabeth Padilla / BCIT	Sunni Nishimura / BC ELN
Shahida Rashid / College of the Rockies	Brandon Weigel / BC ELN (Recorder)

Regrets: Debbie Schachter / Douglas College (Chair)

1. Adoption of Agenda

No new business.

The agenda was adopted informally.

2. Budget Update

Anita provided an update on the project budget. AVED and ASDT have requested past and present expenditure plans. A revised budget will be brought to the Committee in the Fall, reflecting the impact of new participants, revenue of \$50,000 that Ministry has confirmed will be available for the discovery layer, and the expenditure requirements of the discovery layer.

A call for new participants will go out in the fall, following the launch of Arca. The anticipated launch date is the end of September, once content has been added.

Service support fee invoices have been prepared and are being sent out. A reminder will go out at the end of the summer.

ACTION: The Admin Centre will supply Ministries with 2014/15 Expenditure Summary and 2015/16 Expenditure Plan.

3. Discovery Layer Next Steps

Sunni outlined a possible approach to the discovery layer phase. "Discovery layer" was defined as technology that will allow a single search across the BC IR Network and other BC digital repositories on multiple platforms.

A task group was proposed to work on the discovery layer, with a call-out for participants to be sent in in September, so that team can begin working as soon as Arca is launched. A Terms of Reference will be drafted to go along with the call-out, to be reviewed at the next meeting.

The following must be considered when determining group membership:

- A mix of technical and visionary members
- Representation from sites with existing IRs (considering interoperability requirements)
- Whether there is a need for representation from other sectors at this time

One early task for the group will be to write use cases for the discovery layer. These will be used in an environmental scan to identify whether tools currently exist to meet the need, or if a custom-built tool is required.

The group discussed to whom the call-out will be sent. It was agreed that the library directors is the ideal choice, offering the opportunity to use the call-out as a communication tool about the project's progress. This would also allow library directors greater influence over who from their institution participates in the task group.

4. Branding Concepts

The group reviewed the set of taglines and logos developed by the BC ELN office (appended). Each member identified their top two logo choices, showing a clear preference for #2 and #4.

ACTION: The Admin Centre will develop additional options based on these choices, with variations in font and colouring, and bring them back with the originals for a final decision. Black and white variants will also be created.

The Committee agreed that including BC in the tagline is important to the project's identity. They also highlighted the need to communicate that this is a collection of materials (words like "treasures") and that the repository contains knowledge (not only digital images).

ACTION: The Admin Centre will develop additional taglines based on these notes, and bring them for discussion at the next meeting.

5. Implementation Working Group Update

Sunni provided an update on the Implementation Working Group's progress in the following areas:

- **Metadata:**
 - Decision to use the MODS metadata schema, a Library of Congress standard based on MARC. MODS is common, flexible, and can be extended to accommodate more specialized types of content.
 - BCIT metadata implementation guidelines are being used as a starting point for Arca.
- **Theming:**
 - The group has identified existing repositories to serve as inspiration for the default Arca theme. The Admin Centre is using these to develop mockups.
 - Once a visual concept is decided on, discoverygarden will develop the theme. This theme will become the default look for all sites, which can then be customized as needed.
- **Scholar Solution Pack:**
 - Defined: a suite of tools for handling scholarly works and faculty/researcher profiles.
 - Nigel demonstrated the module to the group, with features including:
 - Citation functionality, allowing researchers to generate citations in a variety of styles for objects they find in the repository, to create lists of objects, and to export the citations
 - Embargoes and their management
 - A customized version at UPEI was also shown. Island Scholar provides faculty profile pages, with content automatically pulled from the repository. The Admin Centre is discussing with Mark Leggott how it was implemented.
- Progress is fast; the group expects to have content in the repository by the end of September.

6. Admin Centre Update

S. Nishimura provided an update from the Admin Centre:

- Continuing monthly progress report meetings with ASDT and AVED.
- Contacted other consortia to learn from their repository work.
- Solicited interest in forming an international consortial IR interest group. Interest was expressed by several consortia, including NEOS in Alberta, CAUL Atlantic university libraries, Georgia State, Washington Research Libraries, and Wisconsin.
- Washington Research Libraries have shared documentation from their consortial implementation.
- Have been contacted by other groups:
 - Vancouver Public Library, currently implementing a locally-hosted Islandora repository.
 - Open School BC, an organization that operates within the Ministry of Education to support public sector and K-12 sectors. They are exploring synergies between Arca and the nascent BC Trades Module website.

- IR coordinators from Oregon and Washington, soliciting interest in forming a Pacific Northwest IR Coordinators User Group, which could be very useful for BC institutions just beginning to build their IRs.

7. Next Meeting

Our meetings are all Thursdays at 1:00 PM. Upcoming meetings are:

- Aug 20 – may be rescheduled.
- Sept 24 – may be rescheduled.
- Oct 15
- Nov 19
- Dec 10

[Note: Meeting dates were later confirmed by email. The next meeting takes place September 2nd. The August 20 and September 24 meetings were canceled.]