

BC IR NETWORK ADVISORY COMMITTEE
WEDNESDAY, SEPTEMBER 2, 2015

Meeting Minutes

Wednesday, September 2, 2015
10:00 AM – 11:00 AM
Via teleconference

Attending:	
Kim Isaac / University of the Fraser Valley	Don Taylor / Simon Fraser University
Shahida Rashid / College of the Rockies	
James Rout / Emily Carr University of Art + Design	Anita Cocchia / BC ELN
Debbie Schachter / Douglas College (Chair)	Sunni Nishimura / BC ELN (Recorder)

Regrets: April Haddad / Justice Institute of BC; Brenda Mathenia / TRU; Elizabeth Padilla / BCIT

1. Adoption of Agenda

New business was proposed:

- Kim - Islandora training event in October
- James - Network & Storage costs going forward

The agenda was adopted informally with the above additional items.

2. Branding Concepts

The group reviewed 2 versions of the logo and a set of tagline options. Each member identified their top choice for the logo. Option #2 "Original Pointed Arch" received the most votes and will be the Arca logo going forward.

The group members voted for the preferred tagline, but agreed that placement of the tagline in the logo could impact the choice of tagline. The group identified two preferred options for the tagline:

1. Discover BC's digital treasures
2. BC Digital Treasures. Discover. Connect.

The committee asked to have a final electronic vote on the 2 taglines presented with the logo. The second tagline should be presented with both a centred placement and an off-centre placement so that committee members can indicate their preference.

The committee agreed that, in order to streamline communications, the name Arca should be announced to the post-secondary library community in advance of sending the call-out for the discovery layer team.

ACTION: The Admin Centre will send out the 2 tagline options with the chosen logo image via email. All Advisory Committee members will be asked to vote on their preference, so that absent members have a chance to vote as well. Turnaround will be short so as not to impact project timelines.

ACTION: The Admin Centre will send an announcement about the Arca brand to the post-secondary library community before sending out the call-out for the Arca Discovery Layer Task Group.

3. Implementation Working Group Update

Sunni reported on the work of the Implementation Working Group (IWG). A focus has been finalising the ingest forms for uploading content to the IRs, in particular a custom Artwork form that will allow comprehensive metadata capture for images. Once ingest forms have been finalised, and discoverygarden has replicated the forms out to all early adopter IRs, work can begin on ingesting content to the IRs.

The IWG has also finalised decisions on the look and feel (theming) of the IR template. This theming will dictate the look of the main Arca site, and will be replicated out to all early adopters; individual sites can then customise the theme as desired. The IWG expects to meet the timeline of a late September soft launch.

The Advisory Committee expressed great appreciation for all the time and work put in by the IWG members.

4. Arca Discovery Layer Task Group

In July the Ministry of Advanced Education (AVED) confirmed funding for the second phase of the Arca project, which is a cross-repository discovery layer. At the July 30 BC IRN Advisory Committee meeting the group discussed the need to pull together a task group to focus on the discovery layer.

The committee reviewed draft Terms of Reference for the Arca Discovery Layer Task Group. Highlights of the document include:

- A primary objective of the task group is to identify goals and use cases for the Arca discovery layer.
- The task group will be responsible for delivering a recommendation to the BC IRN Advisory Committee of a solution that best fits the Arca project's currently outlined needs.
- The task group will be made up of representatives from Arca and non-Arca BC post-secondary digital repositories with a high level of technical expertise and a system orientation.
- The task group will include the Chair of the BC Digitization Coalition Task Group, who will represent the interests of other sectors in the province.

Aside from minor edits, there were no changes to the draft Terms of Reference.

ACTION: The draft Terms of Reference will be used to support the call-out for Arca Discovery Layer Task Group members.

ACTION: Once formed, the Arca Discovery Layer Task Group will review the draft TOR and bring it back to the Advisory Committee for final endorsement.

5. Provincial Digital Library Update

As seen in communications about the Arca project, including the AVED funding letter, the Arca project is viewed by AVED as a foundational piece for the proposed PDL. Therefore regular updates will be provided to this Advisory Committee as the PDL moves forward.

Debbie provided an update on the Provincial Digital Library (PDL) initiative. To date, several discussions have been initiated:

- The BC ELN Steering Committee will be striking a Task Group to discuss what the PDL means for the post-secondary sector.
- A multi-sector meeting is scheduled for early November with key stakeholders including BC ELN, the Council of Post-Secondary Library Directors, BC Library Association, BC Libraries Co-op, and the Association of BC Public Library Directors.
- If a larger meeting is of interest, a pre-conference to discuss the PDL is proposed around the BC Library Conference in Spring 2016.

Committee members expressed the importance of achieving clarity on how the Arca work ties back to the PDL. Types of content could be the differentiating factor, as institutional research and assets will be the primary focus of Arca, where the PDL will likely be broader.

6. New Business

Islandora Training event in October: Committee members had some questions about the upcoming Islandora training event scheduled for October 29, 2015 in downtown Vancouver. This event is intended to take advantage of the opportunity to save money on trainer fees as Islandora trainers will be in Vancouver already for the Digital Libraries Forum.

ACTION: The Admin Centre will send out more information about the Islandora training event, including the intended audience and whether an online option will be available.

Network & Storage: The Advisory Committee agreed that this should be a larger discussion for the next meeting in October.

7. Next Meeting

The next meeting will be held on October 15 at 1:00 PM. Subsequent fall meetings are:

- November 19
- December 10