

BC Electronic Library Network Steering Committee Meeting Minutes Friday, July 8, 2011

In Attendance:

Charles Eckman, Simon Fraser University
Mary Anne Guenther, North Island College, Rural Colleges
Sybil Harrison, Camosun College, Urban Colleges (Alternate)
Nancy Levesque, Thompson Rivers University, Small Universities
Cathy MacDonald, Kwantlen Polytechnic University, Regional Universities
Todd Mundle, Simon Fraser University Officer
Ingrid Parent, University of British Columbia
Marnie Swanson, University of Victoria (Chair)
Venessa Wallsten, Qwest University Canada, Associate Member

BC ELN staff:

Anita Cocchia
Korinne Hamakawa (Recorder)
Heather Morrison
Sunni Nishimura
Leigh Anne Palmer, e-*HLbc* Coordinator

Regrets:

Debbie Azaransky, Ministry of Advanced Education Representative
Ken Cooley, University of Victoria
April Haddad, Justice Institute of British Columbia, Urban Colleges
Venessa Wallsten, Qwest University Canada, Associate Members

Opening remarks:

M. Swanson welcomed everyone.

1. Adoption of Agenda

Two changes to the Agenda.

Removed 4.2 AVED Report.

Added 3.2 Fall All-Partner Meeting – Financial Support and renumbered AskAway Advisory Committee Report as 3.3.

2. Items for Decision

2.1 Expenditure Plan 2011-2012

A. Cocchia presented the Expenditure Plan included in the agenda package and answered questions about individual items. There was a question about elimination of funding for the Encyclopedia of BC provincial license; this product, now expanded to Know BC, will be moved to opt-in licensing this coming year.

Some concern was expressed about BC ELN's tight budget; Steering Committee members emphasized the importance of ensuring BC ELN has the resources that it needs.

Discussion:

M. Swanson and K. Coolie met with Tony Loughran and Debbie Azaransky to discuss the possibility of purchasing resources such as Business Source and Academic Search for the use of the Ministry.

Motion: that the Steering Committee accept the 2011- 2012 Expenditure Plan as presented.

Moved: I. Parent

Seconded: M.A. Guenther

Motion Carried

2.2 BC ELN Strategic Plan, 2011-2016

H. Morrison reviewed the background to the 2011-2016 Strategic Plan included in the agenda package, arising from the April 28-29 in-person meeting and the full report of this meeting prepared by facilitator Myriam Laberge. This document includes the vision, mission, core values and principles, bold steps and strategies. Once this framework document, designed to cover the 5-year time frame, is endorsed, work will continue on articulating specific priorities, actions, and accountability measures that will be refreshed more frequently. The BC ELN Strategic Plan is the basis of BC ELN operational planning and reporting for accountability, through the biannual Progress Reports and annual Innovation and Success.

Discussion:

Suggestion that the Strategic Plan be renamed 2011/12 – 2015/16 Strategic Plan to reflect the fiscal year that the Plan follows. There was consensus on this change.

Motion: to endorse the BC ELN Strategic Plan 2011/12 - 2015/16 as presented.

Moved: N. Levesque

Seconded: C. MacDonald

Motion Carried

Discussion: H. Morrison & A. Cocchia suggested that part of the next All-Partners meeting be devoted to discussion of selected priorities arising from the 2011/12 – 2015/16 Strategic Plan. There was consensus on this approach.

3. Items for Discussion

3.1 Steering Committee Members – Changes for October

Steering Committee member terms are from Oct. 1 – Sept. 30. Effective Oct. 1, M.A. Guenther becomes Chair, and a new Rural Colleges representative will be needed. Committee members completing a first term may either step down or seek re-election from the group they represent; on completion of a second term, a new representative is mandatory. In September the BC ELN office will send a reminder about necessary Steering Committee changes.

3.2 All-Partner Meeting – Financial support

As A. Cocchia explained, the new Terms of Reference calls for a fall meeting of all partner library directors (All-Partner Meeting), followed immediately by a business meeting of the Steering Committee. One issue that has yet to be discussed is who pays for directors' attendance at the All-Partner meeting. BC ELN policy has been to pay for participation in governance meetings. This has been the method for ensuring that BC ELN remains field-driven, with no financial barriers to participation. On the other hand, the BC ELN budget is not large and this new annual event would be a significant added expense.

One approach presented for discussion is splitting costs, with BC ELN picking up transportation, while institutions support accommodation and meal costs. This would level the playing field, as it is the travel costs that are variable. Pros and cons of other approaches such as a stipend or tiered amount based on location were discussed. Not all out of town attendees submit travel claims, and some partner library directors benefit from full support for attendance at meetings from their institutions. Planning meetings to allow for a number of participants to travel to and from on the same day and avoid accommodation costs was suggested.

There was consensus that full in-person participation is important for the effective functioning of BC ELN, and that BC ELN should offer to pay transportation costs to ensure that all are able to participate in-person at the All Partner Meeting.

3.3 AskAway Advisory Committee Report

M.A. Guenther presented as current Chair of the AskAway Advisory Committee. M.A. Guenther's term will end on September 30, and T. Mundle is the incoming Chair. Two Members at Large have been selected: Christina Nilsen from Thompson Rivers University and Marjory Jardine from the Justice Institute of British Columbia. The purpose of the Members at Large positions is to ensure a balance of representation on the committee from service providers and local coordinators.

Confirmation of funding from BCcampus in the amount of \$69,500 has been received. This allowed for the setting of the amounts of service support fees that participating libraries contribute.

The schedule for the September to December Fall term has been finalized. The Emerging Technologies Subcommittee has met twice and discussed text message reference. Three institutions have instituted pilots this summer, Douglas College, Langara College, and Simon Fraser University.

The Advisory Committee has worked to formalize the Benefits and Responsibilities for participating libraries. Responsibilities including expectation for staffing commitment have been formalized for the fall and spring terms. More discussion and input is needed to finalize the expectations for the summer term.

T. Mundle presented the revised AskAway Service Continuity Plan included in the agenda package. A continuity plan has been in place since last year, covering events such as natural disasters, pandemics, and severe weather events. The revision includes job action at participating libraries. A subcommittee composed of T. Mundle, S. Nishimura and Sheryl

Adam (UBC) was struck to work on this, and D. Pepper and Ministry representatives were consulted. The document as presented in the agenda package will be presented to Directors for feedback, then a revised document will be brought to the Steering Committee for e-mail endorsement this summer so that the Continuity Plan can be in place by early September.

4. Items for Information

4.1 Access Copyright – BC ELN Involvement

A. Cocchia presented an overview of BC ELN's involvement with the Access Copyright Interrogatories. In early May, BC ELN and e-*HLbc* were invited to join an Association of University and Colleges of Canada (AUCC) informal working group to discuss the role of consortia in the Access Copyright Interrogatories. Members of the working group represent the Council of Prairie and Pacific University Libraries (COPPUL), the Canadian Research Knowledge Network (CRKN), the Ontario Council of University Libraries (OCUL), and The Alberta Library, as well as other consortia across the country, and the AUCC legal council. On the working group A. Cocchia represents both BC ELN and e-*HLbc*.

At the beginning of May, consortia were asked by AUCC to submit electronic resource licenses on behalf of their members in response to questions from the Access Copyright interrogatories. BC ELN was required to submit the license agreements, plus subscriber lists from 2008 to the present. Thanks to K. Hamawaka at BC ELN for taking on considerable extra work to pull these responses together for BC ELN and e-*HLbc*'s more than 96 databases. At the end of May, the Association of Community Colleges of Canada (ACCC) contacted BC ELN with the same request. Fortunately, the BC ELN model license was developed in 2008 and is used by the majority of BC ELN vendors.

Discussion:

Question: would BC ELN revisit the BC ELN Model License in light of Access Copyright developments? Response: A. Cocchia & H. Morrison indicated that it would be timely to review the Model License, beginning with investigating what other members of the Canadian consortia group are doing in this area. There was consensus that there is considerable value in Canadian consortia communicating and working together on copyright issues.

4.3 Progress Report

A. Cocchia noted that the October 2010 – March 31, 2011 Progress Report is included in the agenda package; BC ELN staff reports focus on activities from April to the present.

In May 2011, a Public Performance Rights (PPR) survey was sent to all license subscribers. Results are being analyzed and will be presented, along with action items, to partner libraries by the end of July. Work on the action items will begin immediately.

Work is underway to hire a maternity replacement for the e-*HLbc* coordinator beginning in mid-October. Interviews will be scheduled for late August or early September.

Over the last few months A. Cocchia had a number of opportunities to consult with our ministry representatives on a variety of issues, including AskAway, private post-secondary membership and resource licensing, and also participated in an informal meeting with the

Honourable Naomi Yamamoto, Minister of Advanced Education, and the Chair of the Vancouver Board of Trade.

L.A. Palmer presented an update on e-*HLbc*; in a few weeks e-*HLbc*'s first-ever strategic plan will be brought to the e-*HLbc* Management Committee for feedback, prior to presentation to the e-*HLbc* Steering Committee for approval. This is timely, given that there has been much discussion of e-*HLbc* governance and finance over the past few weeks. The new e-*HLbc* website, modeled after the BC ELN website, is scheduled for launch in August.

H. Morrison reported BC ELN has initiated discussions for a group purchase of *Films on Demand*, the most highly rated database on the latest Ranking Survey. Renewals have been going very smoothly this year, including the Wilson renewal, which has transitioned to EBSCO. Fewer libraries have had to cancel subscriptions, reflecting a somewhat improved financial situation across the province. It is very helpful that most BC ELN vendors are continuing to keep price increases, if any, to an absolute minimum.

S. Nishimura presented an overview of BC ELN communications and the importance of targeting communications to meet BC ELN goals. For example, in the past few months BC ELN has prepared a number of personalized one-pagers to quickly provide the most relevant information to BC ELN's new Ministry contacts and new partner library directors. The BC ELN website, key to the communication strategy, will be migrated to a new server in the very near future and will be moving to DRUPAL following G. Coleman's return from study leave next year. BC ELN Connect now features a Frequently Asked Questions (FAQ) with each issue. Suggestions for topic areas for future FAQs are welcome.

S. Nishimura also reported on WriteAway progress. WriteAway, still in concept stage, will be a live chat writing help service similar to AskAway but staffed by writing center specialists. BC ELN is hosting the WriteAway website and will be joining the WriteAway Concept Committee at their next meeting in the fall. A. Cocchia attended a BCcampus Online Student Services forum in June, at which both WriteAway and AskAway were generating discussion. A student panel at the forum spoke about their preferences for online services like WriteAway and AskAway.

A. Cocchia noted that Columbia Bible College was endorsed for membership by the Steering Committee in April and became an Associate Member in May 2011. They are scheduled to participate in AskAway in the Fall and have already signed onto 4 licenses, including the Undergraduate Foundation Collection (UFC).

5. New Business

No new business.

6. Next meeting

The next meeting will be the All-Partner meeting, the date will be announced shortly.