CPSLD
Council of Post Secondary Library Directors BC

Tuesday, April 18, 2017

Demonstration of EBSCO's Folio, a library services platform at SFU Harbour Centre, Vancouver

Dinner at Shebeen Whiskey House, Vancouver

Wednesday, April 19, 2017

Douglas College, Coquitlam Campus, Boardroom (Room B3011)

Business Meeting Minutes

Present:

BCIT	James Rout	Quest	Venessa Wallsten
Camosun	Sybil Harrison	Royal Roads	Rosie Croft
Capilano	Grace Makarewicz	Selkirk	Gregg Currie
College / Rockies	Shahida Rashid	Simon Fraser	Patty Galilee
Douglas	Debbie Schachter	Trinity Western	Ted Goshulak
Emily Carr	Suzanne Rackover	UBC	Heather Berringer
Fraser Valley	Kim Isaac	UNBC	James MacDonald
Justice Institute	April Haddad	UVIC	Kim Nayyer
Kwantlen	Todd Mundle	Vancouver Island U	Ben Hyman
Langara	Patricia Cia (Recorder)	VCC	Shirley Lew
New Caledonia	Kathy Plett		
Nicola Valley	Linda Epps		
North Island	Mary Anne Guenther		
Northern Lights	Dawna Turcotte		
Northwest	Melanie Wilke (Chair)		
Okanagan	Ross Tyner		

Regrets:
Thompson Rivers   Brenda Mathenia

Guests:

Ministry of Advanced Education

Andrei Bondoreff

Business Meeting Agenda

Welcome

Ministry joined meeting at 10 am via conference call. Roundtable of introductions.

1.0 Approval of the Agenda

Dawna Turcotte / Debbie Schachter   Passed

2.0 Approval of the Minutes of October 4, 2016 (as amended)

Kim Isaac / Venessa Wallsten   Passed

3.0 Business arising from the Minutes of October 4, 2016 meeting

3.1   LAC Letter

Melanie crafted letter supporting call to action re: Truth and Reconciliation report, distributed to members for feedback and sent letter to LAC. As yet, no response was received.

4.0 Reports

4.1   Ministry Report (Andrei Bondoreff, AVED)

Andrei noted that this report will be lighter than normal as there will be no new commitments between April 11 to the end of May due to the May 9, 2017 Provincial Election.

4.1.1   Education Planner BC

All post-secondary institutions continue to engage in the process of migrating to Education Planner BC. There has been considerable work done, with more to come. The Mandate Letters sent from the Ministry to individual organizations in early February reflect participation as part of the mandate.

BCCAT is working to onboard institutions onto Education Planner BC. A governance model and progress report that will update and advance the project are both due later this spring.

Question: Will this be a sector-led governance model?
Answer: Focus on applications with transcript exchange. Working groups with cross representation from PSI's have been created to ensure concerns addressed.

4.1.2   Sexual Violence Policy

Sexual Violence and Misconduct Policy Guidelines (PDF, 665kB) complements the Act and is now available on AVED website. Institutions must post their policies/guidelines by May 19, 2017

4.1.3   Open Textbooks

BCcampus now has over 180 textbooks available. The BC Government is making an additional $250,000 available to further develop adaptions and ancillary materials. The original $1 million (2012) and $1 million (2013) have been paid back in savings. BCcampus estimates students have saved $4 million. Currently 35,000 students, 280 faculty at 28 post-secondary institutions use open textbooks. BCcampus Open Textbook Summit will be held May 24-25, 2017 in Vancouver.

Question: Any comments or information on the K-12 sector changes?
Answer: The changes have just been initiated in the K-12 curriculum. The changes will affect PSE. Ministry of Education and Ministry of Advanced Education and the sector are working together.

Question: Provincial Digital Library - is it still a priority?
Answer: Absolutely. AVED wants it expanded and to work with BCELN. They want also to include public libraries but in that case have to work with Ministry of Education with conversations to be held multilaterally.

4.2   BC ELN Initiatives

4.2.1   ARCA Update (Debbie)

ARCA continues to grow with 14 institutions participating including KPU and Langara.

There are over 12,000 objects in 260 collections with UNBC, College of the Rockies, Douglas, and UFV seeing the largest increases. UFV has added the Abbotsford Sumas and Matsqui News from (1922-1983, over 13,000 objects) and UNBC has seen the heaviest usage as they also link to the individual theses in their collection from their catalogue. ARCA reports over 1100 lengthy visits from as far away as Europe and Asia.

Recently, ARCA was transferred to more robust servers with Amazon Web Services (AWS) as those servers are now also in Canada. The migration was successful with improved performance and sustainability.

ARCA is co-winner of the BCLA Eureka Award to be presented on April 21, 2017.

Question: Public libraries and ARCA?

Answer: BCELN is in discussions with consortium such as COPPUL to develop reciprocal agreements (relating to conservation efforts). BCELN is building a process and documentation to allow non-BCELN organizations to join ARCA, including public libraries, museums, archives, or other types of cultural institutions. Want to keep ARCA open to broader community and to grow.

4.2.2   Provincial Digital Library

Working groups are working on discovery part of PDL. Administration team looking at SuppleJack to develop an interface that can better harvest/ingest external data; also looking at Texas/California Digital Libraries and with DPLA. Presentation on PDL at BCLA (morning of April 21) with more information and details.

4.2.3   Re-Searcher software suite transition (Shirley, Ross)

Last July, SFU announced that it will stop supporting reSearcher as of August 31, 2017. A committee was formed to investigate alternatives and report to BCELN Steering Committee. Although no ideal replacement was found, three options were noted:

a) Ebsco Fulltext Finder - most institutions opted for this (or have EDS product). This does not include ILL tool

b) TrueSerials - one or two institutions may be interested. This is hosted solution (in the US) and they are providing knowledgebase maintenance; however, we would lose GODOT-like function due to privacy implications.

c) BC Libraries Coop - hosting solution only and would require knowledgebase maintenance by the community. This option was supported in principle by community but not feasible or sustainable at this time.

ELN pursued negotiations on the first two of the options above.

ILL form
> Okanagan College is working with EBSCO to create a custom ILL form, using Okanagan servers. This uses email and a mediated form (previously Okanagan had unmediated ILL) but is "better than nothing".
>
> Feel free to contact Ross or Sarah Stang (SStang@okanagan.bc.ca) for more information on the ILL form). Okanagan's form should be up by about June/July 2017. Sarah is also working with Camosun and UFV.

Action: Bring up discussions on auto-filling ILL forms at the EDS User Group meeting in June.

4.3   BCcampus Initiatives
4.3.1   BC Open Textbook Initiative (Debbie/Todd)
There continues to be uptake in open textbook adoptions. Currently, Kwantlen is number one in textbook adoptions while Douglas is number one in savings for students.

Robin DeRosa came to Douglas, Kwantlen, and Langara to present on Promises, Pitfalls, and Open Education. The event was promoted by BCcampus to all faculty. Robin highlighted the importance of involving faculty and having them talk amongst themselves. Events were live-streamed at Langara https://stream.langara.bc.ca/media/t/0_lktrverk/18572 and at Douglas https://shrtm.nu/pQB8

The Fellows initiative can generate grass roots discussions. Jennifer Barker from Douglas is developing a biology textbook that she is hoping to be articulated across the province. UBC is recognizing OER as part of tenure process. This will have a great impact on faculty and having a research university acknowledge the importance of open education is "huge".

CNC is hosting a professional development event during their May Days. This session highlights case studies including how an instructor adapted and incorporated Canadian content into a business textbook. More faculty speaking to faculty activities are important to drive adoption.

Kwantlen (Todd, Rajiv) is presenting at CiCan Conference at the end of May on "Building an institutional culture of open", bringing together faculty and administration. Todd notes the importance of grassroots involvement and creating an environment/culture of open.

OER Librarians group are quite active. Helping faculty become aware of the students' challenges in acquiring textbooks is key. Due to the power relationship with faculty, students don't tell their instructors that they can't afford the materials, but they will tell librarians and staff. Other metrics that may tell the story includes how often Reserve books are lent out, savings to students, other materials library acquires to support student learning and the savings we show for students. Need a return on investment report to show why it is important to support library collections

4.3.2 Administrative Service Delivery Transformation/Digital Learning Resources Network- (ASDT/DLRN) (Debbie)

ASDT and DLRN have been working together for about a year. This fall, DLRN presented to ASDT in order to get continued project management funding to end of fiscal year (March 2017). DLRN received some funds and were asked to create a governance committee to expand the project and ensure they have representation form urban and rural institutions, Registrar, Bookstore, and faculty. A new committee was formed; workgroup disbanded and new ones created; terms of reference confirmed.

This winter, ASDT/DLRN brought the Ministry in to discuss policy for textbook opt-out or opt-in processes (i.e. new fees) versus textbook costs). Developing a model closer to typical textbook purchase is clearly seen as not a new fee; automated e-Textbook delivery and opt-out processes may be perceived as additional fees. Desire the platform to be combination of hosting open and commercial textbooks, as is the case with the current Texidium pilot projects. Discussions also starting on how to get bookstores to negotiate better prices.

Douglas is currently working with Texidium to load BSN and Psychology Nursing textbooks to Texidium for September. The initial pilots were free with one charging model tested fall 2016. Now Douglas wants to actively save nursing students money and are renegotiating package for better costs so that e-version is lower than current textbook package that is required for these students. Ultimately want standard reduced cost and opt-out option for students.

Common platform for e-textbooks can only work if funds are charged as an opt-out model as publishers won't negotiate if they don't perceive a potential through-put of close to 100% of students. Currently, open textbooks are riding for free and the some cost (approx. $4 per text) is included as part of the non-open package costs.

DLRN now has a governance structure (with policy) and working groups that include faculty and technology groups. The BC solution will need to be unique, based on Ministry policy and BC privacy legislation.

4.4 ILS and Shared Services (Ben Hyman)

Ben is investigating whether shared services is appropriate for an Evergreen model.

Camosun, Selkirk, VCC, VIU and BC Libraries Co-operative are proceeding with a Notice of Intent for Evergreen ILS and are now focusing/narrowing the conversation. BCIT is also looking into the feasibility of participating in the shared service model.

The project codename is SSSaaSSSOSILS for Sole Source Software as a Service Shared Service Open Source Integrated Library System.

Four objectives identified for this spring are: to determine if this qualifies for shared service funding; if the group can get joint Privacy Impact Assessments (PIA); real time integration with student information (SiS); and instance options (each institution to have a stand-alone system as opposed to the current public library model where all institutions share one system).

Most of the work will happen between this May and June and the Notice of Intent will inform decisions later this year.

Currently the group are looking for a Canadian/Open solution with community aspects, reinvesting funds into other initiatives. The trend is a dis-integrated ILS where, as long as everything is standard based, is interoperable with other vendors.

Andrei (AVED) left meeting.

5.0   CPSLD Business
    5.1   Election for CPSLD Secretary/President Elect (Melanie)
Sybil Harrison was acclaimed as the 2017/18 CPLSD Secretary and President-Elect. Congratulations Sybil.

    5.2   Re-election for CPSLD Treasurer (Melanie)
Venessa Wallsten was acclaimed as CPSLD Treasurer for another two year term. Congratulations Venessa.

    5.3   Treasurer's Report (Venessa)
CPSLD has a balance of $ 3,414.11. Thank you for all those who submitted their membership fees on time.

    Motion to approve financial report   Venessa/Todd   Passed

6.0   Updates
    6.1   CPSLD Statistics Committee (Melanie)
Okanagan College (Jennifer Heppner) will be taking over the collation and distribution of the annual CPSLD statistics. Thank you to NWCC and Melanie for their hard work.

CPSLD will no longer maintain the 10-year statistical chart compilation that BCIT had done in the past. All the data are available in Excel on the annual basis and most institutions already use that to develop talking points relevant to their needs.

Over the past year, the Statistics Committee met to look at relevance of the data we collect and our changing needs. The list of directions and definitions will be changed this year to reflect the changes approved at the October CPSLD meeting. The Statistics Committee had wanted further clarification on some definitions:

Reference hours – how and what to count: Virtual, in person, Askway
Tracking reference hours is useful, but we need to define what it means

In the review, the committee open to remain consistent with CARL were appropriate. CARL tracks in person/traditional reference hours.

Decision: Use the number of hours the Library is open
- patrons can expect a level of service

Leave the number of reference questions as is (reference and directional)
- duration of reference interaction should not be a factor

If more detailed or other statistics are needed, email CPSLD group for feedback. The CPSLD statistics is more at higher level for broader use. Sampling (fixed duration) is better way to get more in depth information.

Lunch and group photo

6.2   Copyright (Patricia)

Patricia provided an update on the *Copyright Essentials for Faculty* online course being developed at Langara. The Langara version is being created using Articulate Storyline which incorporates voice over presentation, interactive components, and quizzes. The scenario-based tutorial was designed to ensure participants have a basic understanding of copyright and are able to apply copyright decision-making to a variety of educational practices. Making the course accessible (captioning/scripts) is still in the works. Langara is also willing to share the script and coding if others wish to adapt for their local version. The Powerpoint presentation will be distributed through CPSLD list.

A supplementary resource is also being developed using Pressbooks (mix of text and video). This resource will have the content of the course module and additional information to support faculty. The Pressbook version will be the method of distributing the course to other institutions.

Action: Patricia to distribute Pressbooks draft to the CPSLD list this summer for feedback
All to forward answers to Patricia by May 31st:
- Do you see Pressbooks meeting your needs?
- Any major knowledge gaps you want to see addressed?

7.0   New Business

7.1   Subsidizing smaller institutions to host meetings

Feedback had been that subsidies would still be institutional funds paying (via membership fees) and subsidies for the host in lieu of travel. In reality, hosting can be quite a bit more, although less of a challenge now that meetings are limited to mostly one day. Still looking at 3 coffees, light breakfast (optional) and a lunch for 30 people.

Motion: That CPSLD make available an optional reimbursement for up to $500 for any hosting institution.
Mary Anne Guenther / Sybil Harrison   Passed

Process: Request reimbursement from President and Treasurer
After meeting, submit catering receipts or have hosting institution issue an invoice
Submit to Treasurer

7.2   Policy on Reciprocal Borrowing (public institutions wording)
In practice Quest and TWU extend and/or use reciprocal borrowing privileges with other institutions although the policy states privileges only for "public institutions".

Motion: Replace wording for Reciprocal Borrowing Policy (http://cpsld.ca/home/reciprocal) section A "public institutions" with "all other CPSLD libraries" and update section B if necessary.
Gregg Currie / Todd Mundle   Passed

7.3   Guest attendance at meeting
There have been requests recently to bring guests to the CPSLD Business Meeting. Discussion considered assumption of level of confidentiality, already accept delegated representation, burden on host for additional attendees, situational dependencies (why someone might want to have a guest and potentially awkward discussions on agenda).

Decision: If you want to bring a guest to the CPSLD Business Meeting, ask CPSLD executive (President, President-Elect, Treasurer) ahead of time, explaining the circumstances.

If approved, the guest may attend with the understanding that they could be asked to leave if discussion or agenda item is sensitive.

8.0   Other Business, burning issues
8.1   Second signatory
Grace had been the second signatory for CPSLD after Treasurer and with her retirement, a new signatory is required.

Action: Mary Anne Guenther will connect with Venessa Wallsten to complete paperwork as second signatory

9.0   Future meeting dates and locations
Fall 2017   SFU Harbourside (pending confirmation, alternatively UFV in Abbotsford (?)
Spring 2018   Suzanne (Emily Carr)
Fall 2018   Mary Anne (NIC) will investigate availability

Dates of fall meeting pending.

10.0   CPSLD newsletter – spring deadline May 15, 2017

11.0   Adjourn to celebrate Grace's Retirement
Grace has been working in libraries of all kinds since 1972 and at least 10 years as a post-secondary librarian. Congratulations to Grace on her retirement! We will miss you.

Thank you to Melanie Wilke for her work and leadership as CPSLD President.

Meeting adjourned, 3:00 pm