



October 17-18, 2013 – Okanagan College – Kelowna

MINUTES

Present:

BCIT	Pat Cumming
Capilano	Grace Makarewicz
College of the Rockies	Shahida Rashid
Douglas	Debbie Schachter
Emily Carr	James Rout (telephone)
Fraser Valley	Patti Wilson
Justice Institute	April Haddad
Kwantlen	Todd Mundle
Langara	Patricia Cia
New Caledonia	Kathy Plett
Nicola Valley	Linda Epps
North Island	Mary Anne Guenther
Northern Lights	Dawna Turcotte
Northwest	Melanie Wilke
Okanagan	Ross Tyner
Quest	Venessa Wallsten
Selkirk	Gregg Currie
Simon Fraser	Elaine Fairey
Thompson Rivers	Brenda Mathenia
Trinity Western	Ted Goshulak
UBC	Melody Burton
UNBC	Allan Wilson
UVIC	Ken Cooley
Vancouver Island U	Bob Foley
VCC	Tim Atkinson

Regrets:

Camosun	Sybil Harrison
Royal Roads	Rosie Croft

1.0 Approval of the Agenda

2.0 Approval of Minutes of May 8-9, 2013

3.0 Business arising from the Minutes of May 8-9, 2013

3.1 Website domain name/Memlink – Venessa Wallsten/Ross Tyner

Venessa paid the Memlink invoice of \$173.25, which settles our account. Future charges, if any, should be limited to \$20/yr. for domain name renewal.

The cpsld.ca domain now resolves to the CampusGuides site, rather than the Memlink site.

Ross updates the site as needed, but all CPSLD members have access if they wish. Let Ross know if you need a username/password.

3.2 Statistical Survey – definition of online training – Tim Atkinson

Tim presented a proposal for the definition and collection of statistics on online instruction.

Patti (UFV) suggested a definition that includes online assignments that are sent to large groups but completed individually by students.

Patricia (Langara) suggests that the definition include one-on-one instruction.

Tim believes it is important to differentiate between the in-person and online modes of instruction, in order to gather information about the way in which we provide services.

Elaine (SFU) believes we need to sharpen our definitions to be sure we're telling the story we want to tell and proving our value to our institutions.

Action: Directors to send feedback to Tim, who will run it by the statistics committee prior to presentation to CPSLD next spring.

4.0 New Business

4.1 CPSLD mandate discussion – Grace

Grace asked whether CPSLD is serving the purpose for which it was created and whether there is an appetite to renew our mandate. Discussion followed:

UBC: Including a program with the meeting is a good idea.

NIC: Value of CPSLD depends on the nature and location of the institution; the in-person connection is very valuable for smaller, rural institutions; professional development is also valuable; collective strength is only possible with in-person meetings.

NVIT: As a sole librarian, agrees with NIC about value of in-person meetings; would like CPSLD to play a role in sharing information about copyright among ourselves and with our institutions, and try to play a provincial role in this matter.

CNC: Statistics, Newsletter are valuable; MEC decision is an example of a valuable decision made by this group; quality assurance is an issue that may be on the table in the near future; we contributed to the quality/accreditation issues re private institutions.

UFV: Takes away best practices; would be interested in a discussion of ROI and demonstrating value of our libraries.

BCIT would like to discuss the pros and cons of including private post-secondary libraries and suggests we look at cost-sharing models for ehlibc, Askaway, ELN, and other collaborative arrangements, to ensure we are optimizing our current investments.

VIU: CPSLD has tended to partner with ELN to get things done, e.g. ILL policies and practices; copyright is an issue on which CPSLD took the lead, through Shared Services, which has ultimately led to UBC taking on the role of copyright centre of excellence; are we representing a certain type of library or are we representing all post-secondary libraries? There is no group other than ours that can present a truly provincial voice; by-laws haven't been looked at since late 1990s, so it's probably time to review our role and mandate.

Douglas: The group should have a specific purpose; copyright is a good example of the value of CPSLD; how does the Association of B.C. Public Library Directors (ABCPLD) operate, and should we look at that as a possible model? Agrees that it does have to be more than information-sharing; how are we leveraging our combined talents?

UNBC: ABCPLD went through an exercise of redefinition and decided to retain a mandate that is focused on the goals of the group, and include others as appropriate; including privates in the group could lead to dilution of mandate.

KPU: Still value in us getting together; ELN fulfills an operational role.

Grace suggested that we form a working group to review the CPSLD mandate.

Bob noted that any such working group should be representative of the various points of view expressed above.

Action: Grace will coordinate the formation of a working group to review our mandate.

4.2 Proposed by-law amendment – President & Secretary terms

Be it resolved that the CPSLD by-laws be amended as follows:

21. The President, with the assistance of the Secretary and in consultation with the membership, shall be responsible for preparing the agenda for each meeting and shall chair all meetings of the Council. The President will conduct all official correspondence for the Council. The President shall serve for two (one) years.

22. The Secretary shall be elected from the voting membership for a period of two (one) years and will then assume the Presidency. Should the position of President become vacant, the Secretary shall assume the duties of President and a new Secretary shall be elected from the voting members of the Council.

Moved: Kathy (CNC) / Second: Todd (KPU) / Carried

The change is effective immediately and applies to the term of the current President and Secretary.

Action: Ross will revise the by-laws and post to the website.

4.3 Trends in cross-institutional research – Tim

Tim asks that we think about targeting key trends, information, and ideas, and that we have 3-4 directors volunteer to go back to their institutions and find librarians to work together to prepare a background paper on an idea that interests us. Examples could include an e-book acquisitions strategy, single-service points, and the evolution and future of learning commons.

Melody notes that this ties in to our discussion about assessment.

Grace and Bob note that this is a good way to engage our staff and build inter-institutional relationships.

4.4 Assessment – current practices – Grace

Grace proposes the creation of a working group to review current assessment practices among B.C. post-secondary libraries.

VIU: We're talking about this at many meetings these days; COPPUL is trying to build a network of people interested in assessment; CPSLD could do the same. Bob passed around the book by Megan Oakleaf, *Academic Library Value: The Impact Starter Kit*.

OC: This is a possible topic for a CPSLD PD session.

Douglas is not doing anything in this area and Debbie is concerned; is this something that is being mandated at universities?

TRU is not doing it either but a CPSLD workshop would be a good start.

UBC asks how many in the room have done LibQual? (approx. 10); proposes sharing and dissemination of LibQual results to support our common goals.

OC suggests we don't limit ourselves to LibQual; local surveys may be more valuable for some of us.

VIU has run LibQual 3 times and probably won't do it again; it has been valuable for evidence-based decision making.

UVic has run LibQual many times and the results say the same thing each time; they will likely abandon it now; if we're going to share, we need to be sure we're comparing apples to apples.

UFV: LibQual participants have access to other libraries' results for the current survey year, but there is some sense among administrators that this information is private, so we would have to be careful about audience with whom we share; the CARL website includes comparative charts.

BCIT conducts its own faculty/staff and student surveys, which they have shared with the Institute, and the Library is recognized as being ahead of the game for assessment at BCIT. Most institutions, especially colleges, are not being asked to do library assessment.

Capilano: The need for assessment is being driven by the university accreditation process.

UBC: There is a lot of survey data out there, e.g. the Ithaka Report, that we can pull in and share

NVIT: The student population is small, but the physical library space is well used by students, but not faculty; has never been asked for assessment, but looks at e-resource usage before and after classes; would like to assess what students want and what they get out of information literacy instruction sessions; Linda does local assessment so she can show value of library to NVIT.

UFV: Thanks BCIT for compiling the valuable CPSLD 10-year statistics reports.

KPU: None of us is unique and we should be using data that are available; it is difficult to demonstrate the value of libraries to student learning outcomes. Every study shows that, no matter how well you're funded, the faculty will never be happy with the collection.

UNBC: We need to bring meaning to our statistics; insist on graphical reports; e.g. Prince George Public Library created stats on "hours of enjoyment." (See the report at <http://www.lib.pg.bc.ca/catalogue/Terms%20of%20Enjoyment%20Report.pdf> and upcoming presentations at the BC Library Conference and the CLA conference).

Action: Grace to coordinate a working group to discuss the parameters of a PD session on assessment for the spring meeting. The session should be open to others, e.g. assessment librarians, not just directors.

4.5 Records management as possible shared service – Tim

At VCC, the Library is responsible for records management. Tim proposes that we discuss shared practices and knowledge across institutions. For geographically-close institutions, there may be savings to be found through sharing of record storage and destruction.

Langara: Could non-library people be involved, where the library is not responsible for records management?

UBC: Our Boards and senior management are very concerned with this issue and that security and privacy of records has been identified as a high risk; there is also acknowledgement that libraries are a good source of system-wide expertise and there is a possibility that we could make a case for libraries to assume this role.

VIU: There is risk in libraries taking this on when the main area of potential breach – electronic records – is beyond our control; suggests that this could be put forward as a shared service proposal under the Administrative Service Delivery Transformation (ASDT) umbrella, although it was not identified in the report. It is also likely that other services will be jeopardized if we are not given the resources to manage this service.

UBC: One area we can influence is in the retention of records that may not being retained at present.

UVic doesn't see this as a good fit with libraries.

UNBC: The differences in IT infrastructure and different sensitivities around this issue make this a poor candidate for a shared service.

VCC: There is potential for sharing, at least among some of us, and for certain purposes, e.g. retention schedules for functions and records we have in common, such as Registrar's Office records. Replication of infrastructure makes sense for electronic records. It's a decade to start such a system, but this is an opportunity to start discussing it.

VIU: It would be beneficial to get a good, shared understanding of retention schedules, and to make sure our senior managers are aware of the risk.

UBC: Record retrieval is as important as retention and destruction, and librarians have expertise in systems that serve this purpose.

VCC: The responsibility for records management repositions the Library within the institution and Tim foresees funding forthcoming 2-3 years down the road.

Action: If you have responsibility for records management at your institution, contact Tim if you wish to begin collaborating on this issue.

4.6 Royal Society of Canada Expert Panel on Status and Future of Libraries - Ross

Does CPSLD wish to make a group submission to this panel?

Action: Grace, Tim and Ross will draft a response. Ross will coordinate.

5.0 Updates & Reports

5.1 Copyright shared services & licensing update (Allan Bell/Ross)

UBC has not heard back from either law firm that has been approached regarding the shared knowledge base proposal.

The permissions service has high level support from UBC administration for the creation of a Copyright Centre of Expertise at UBC. Allan has the project template and will be seeking input from CPSLD and others to strengthen the proposal. SFU and UBC have been working on a pilot implementation. The proposal will seek start-up funding and term staffing to see what it would take to expand the pilot to other institutions that have expressed unqualified interest (UVic, RRU, UFV and NIC). The expanded project would inform us as to what would be required to expand the project within B.C. and possibly across Canada. Allan believes that Ontario is trying to put together something similar, under the auspices of OCUL.

UBC has added a third employee, in addition to the manager, to their permissions office; the proposal would add a fourth employee.

If we feel the pilot group is not representative, Allan is open to suggestions.

Allan hopes that the proposal will be ready for the next meeting of the ASDT group.

5.2 CPSLD statistics update – Tim

Collation of statistics is in process, and a draft will be distributed soon for review and feedback. Between Oct. 25 and Nov. 7, contact Corinna Luk, not Tim, with any questions.

5.3 Treasurer's Report – Venessa

Venessa distributed the report. The four institutions that have not paid their fees have been contacted. What do we wish to do with the balance of \$2,614.10?

Grace asks if the group wishes to contribute funding to the future of libraries event that will be taking place in Vancouver in November.

Bob points out we need a statement of what we will and will not support, and we haven't got that yet. This will be added to the work of the group that will be looking at CPSLD's mandate.

5.4 COPPUL – Bob Foley

COPPUL met in September in Winnipeg. COPPUL has changed its board structure and by-laws to comply with new requirements for consortia and other groups that are incorporated. LAC COO Cecilia Muir was a guest at the meeting; discussed opportunities for COPPUL to work with LAC. Also discussed were institutional repositories and tri-council requirements for grant recipients; CARL is discussing a network of repositories across the country that might be accessible to non-CARL libraries. CARL is working on the idea of a Canadian research data preservation network. There is a proposal from UBC to begin to look at a shared digital preservation service that is moving forward to a business case. There will be a science boot camp for academic librarians, to be held at UManitoba in May.

The March 2014 meeting at UVic will focus on supporting research.

5.5 CILS – Patricia Cia

The statistical chart was distributed by email; further information will be published in the Newsletter.

CILS and PCAS are advocating for increased funding. Since 2005, there has been a 60% increase in people served and only a 5% increase in budget. CILS would need \$80,000

added to its budget to break even. CILS rebranding is in process. Patricia has talking sheets available for use by others if they wish.

5.6 Ministry of Advanced Education – Martin Young

Aligning education and training with the labour market: BC Jobs Plan, Skills Plan are key components, and a 10-year Youth Skills Plan is forthcoming. The Ministry wants to make sure post-secondary is “pumping out” people with the skills they need to meet the demands of the labour market; this is connected to the LNG projects that are under consideration – ensuring we have skilled tradespeople ready, as well as managers and accountants.

Review of student aid is underway; looking to improve student loans, especially for aboriginal students. The Ministry is working with institutions to make grants and bursaries available to students who are in care.

Open textbooks are another priority for AVED. 15 open textbooks are on the BCcampus website. Phase 2 is adaptation of existing texts, with an aim of 40 open texts for next September. Government has committed to an additional 20 texts (announcement forthcoming).

Quality assurance review and policy work is ongoing. Consultations with institutions and stakeholders occurred over the summer. Things are in a holding pattern but expect it to move forward.

ASDT project identified libraries as one area for shared services.

The core review process is underway. See Bill Bennett’s [news release](#) for the government’s overall framework of the review. The government is seeking \$50 million in savings overall, but this won’t necessarily be divided equally among ministries; savings will be decided “on the merits.” There are six objectives, one of which is aimed at ensuring the post-secondary system is aligned with labour market needs. The process includes three streams: institutional –each institution will be required to undertake a core review to ensure they’re meeting their mandates – Ministry-level, and review of the sector/system as a whole, including agencies (BC Council for International Education, BC ELN, etc.). The process is starting now and will be done by December 2014. “The idea is not to eliminate jobs, but to work smarter and more efficiently.” Institutions will determine how to proceed with the core review, guided by the six questions being asked of us. The core review will be informed by ASDT.

6.0 Other Business

6.1 Round Table

This item is not minuted.

7.0 Future meeting dates/places/topics

7.1 Spring 2014 meeting location

UVic offered to host on Wednesday, May 28th. The CLA conference begins that evening, also in Victoria.

7.2 PD suggestions

Assessment (see 4.4 above).

7.3 Fall Newsletter deadline Friday, November 15

8.0 Professional Development Workshop

Mary Burgess and Leva Lee presented “Libraries in the open”: Open education and implications for libraries, followed by a facilitated discussion.