



Thursday, October 30, 2014 – Hosted by UBC (Vancouver)
MINUTES

Present:

BCIT	David Pepper
Camosun	Sybil Harrison
Capilano	Grace Makarewicz
Douglas	Debbie Schachter (Recorder)
Fraser Valley	Kim Isaac
Justice Institute	April Haddad
Kwantlen	Todd Mundle
Langara	Patricia Cia
Nicola Valley	Linda Epps
North Island	Mary Anne Guenther
Northern Lights	Dawna Turcotte (telephone)
Northwest	Melanie Wilke
Okanagan	Ross Tyner (Chair)
Quest	Venessa Wallsten
Royal Roads	Rosie Croft
Selkirk	Gregg Currie
Simon Fraser	Gwen Bird
Thompson Rivers	Brenda Mathenia
Trinity Western	Ted Goshulak
UBC	Melody Burton
UVIC	Jonathan Bengtson
Vancouver Island U	Dana McFarland
VCC	Tim Atkinson

Regrets:

College of the Rockies	Shahida Rashid
Emily Carr	James Rout
New Caledonia	Kathy Plett
UNBC	Allan Wilson

Guests:

Martin Young (AVED)
Annette DeFaveri (BCLA)

1.0 Approval of the Agenda

Approval of the agenda with the addition of 5.4 (copyright committee); approved as amended

2.0 Approval of the Minutes of May 28, 2014

The minutes were approved as amended for public posting

3.0 Business arising from the Minutes of May 28, 2014

3.1 Assessment Workshop (Grace)

Grace reported that the upcoming workshop is on track. Intended for assessment librarians, it will include a review of evaluation tools on assessment. The workshop is taking place at UBC on December 4, 2014, the day before ELN all partners meeting.

3.2 Special Resolution re Assessment Workshop (Grace / Ross)

Be it resolved that CPSLD spend up to \$1,000 toward the cost of developing and hosting the December 4, 2014 library assessment workshop.

Moved (Grace) Seconded (Ross)

Grace reported that there are minimal hard costs but to cover the cost of catering so UBC doesn't have to be responsible for all costs to host the event.

Approved.

3.3 Copyright Shared Services (Ross)

Ross reported that the proposal did not go ahead

3.4 ELN Institutional Repository (Debbie)

Debbie did an update on the situation to date with the development of the BC IR Network Advisory Committee.

3.5 Ministry Update on Provincial Digital Library, Shared Services, etc. Martin Young, Ministry of Advanced Education

The government is developing the expanded access to a digital library initiative and shared services initiative. Martin acknowledged that at the last CPSLD meeting the Ministry asked for feedback and found the information submitted very useful in scoping out the projects

Digital repository – Martin reported that the Ministry excited about the institutional repository initiative to assist research in the province, as well as the plans to build the building blocks for the discovery layer part of the project (access) . They want to use this discovery layer to provide links to other resources, such as BC Campus open source resources or other resources such as West Beyond the West. They don't see this as a large new standalone organization but a web portal or discovery layer where one goes to access information; up to the libraries or orgs who want to link with this provincial digital library (as libraries choose to do so). Libraries or other organizations will decide what of their resources to link and to keep them up to date themselves.

Shared savings – Martin thanked CPSLD for our comments on this from the Spring meeting. They have not made a whole lot of progress on this due to teachers strike which meant that timelines were pushed back as they couldn't talk to any teacher librarians. They plan now to consult with BC libraries cooperative;, consortiums and be teacher librarians association, as well as CPSLD and others. The plan is to move forward on those later this fall and next year. Formal consultations will pull reps from library sectors and organizations to discuss shared savings (possibly in a January/February timeline)

Two other core review projects are: 1) Private Career Training Agencies disbanded and transferred into the Ministry (private career training colleges & organizations oversight). There is a new legislative framework in development for this and we should expect release of information soon

2) BC Campus under review and expect to have an announcement in the next few months. Recommendations expect to be evolutionary in nature.

4.0 Updates & Reports

4.1 Treasurer's Report (Venessa)

Discussion about membership fees, which are minimal (\$50/year). The Chair will refer to the past minutes to ensure we are following our bylaws. As confirmed in the Minutes of May 10, 2012, CPSLD approved an annual \$50 membership fee, so Venessa will issue invoices as scheduled in the Spring.

4.2 Statistics Committee (Melanie)

Annual statistics were distributed and Melanie and her staff were thanked for producing the report. Melanie reported that the Statistics Committee needs to meet this fall to discuss some issues and definitions. This Committee is comprised of Patricia, Ross, Mary Ann, Kim, and Melanie. David reported that Deidre Lowe of BCIT will have consolidation of 10 year statistics by the Spring. Confirmed the timing is that request for statistics is sent out in June and need to be received by the end of September. CPSLD will acknowledge and send flowers to Melanie's staff member who compiled the statistics.

4.3 Special Resolution re Statistics costs (Debbie / Melanie)

Be it resolved that CPSLD reimburse the direct costs, such as printing and postage, incurred to an institution for the production of the annual CPSLD statistics.

- Moved by Debbie
- Seconded by Melanie

An official invoice will need to be provided to the Treasurer for reimbursement each year. Discussed whether we need to continue to print the statistics reports anymore and all agreed to not print in future.

- Approved

4.4 Website (Ross)

Libguides upgraded their service so CPSLD site had to be migrated over to the new Libguides system. What has changed is that the login page is located at another location (<https://cpsld.libapps.com/libapps/login.php>). Ross distributed the login information to all members, which is required only if you wish to edit the site, not to view it. The system is set up so everyone in CPSLD can log in and edit documents on the website. One new feature is LibSurveys which Ross has tested and is available for any member to use. Memlink still owns our domain name but Ross will try to take it over when it renews again in August.

5.0 New Business

5.1 BC Library Association (Annette DeFaveri)

Annette provided an update on what is happening at BCLA including goals and objectives that the Association has with respect to academic institutions. Annette also provided information about the 2014 conference and information about the 2015 conference, including the theme "Creative Communities".

BCLA reports having membership increases that have come from the academic library environment in B.C. They have developed the conference to increase academic related sessions. Annette is looking for feedback on ways that BCLA can collaborate with the academic library community.

5.2 Guidelines for the Appraisal of Gifts-in-Kind (Kim)

These guidelines are available on the CPSLD website and have been updated over the years. Some institutions are using these as fallback for guidance on gifts in kind donations. Kim wondered about updating these and wants to know who are using these and whether they would be useful to update them for this group. Discussion ensued and it was determined to remove the Guidelines from the CPSLD website as there isn't an interest in updating the information and it can be found through CRA.

Action: Guidelines will be removed from the website

5.3 Institutional budget reductions (Patricia)

Patricia suggested we discuss best practice and sharing of advice on what areas other libraries have chosen to address first when dealing with budget reductions. Discussion ensued.

5.4 Copyright Committee (Grace)

Several academic libraries attended the CI Canada workshop last week. Interlibrary loan recommendation by Wanda Noel is that all post-secondary institutions should be using the same cover sheets for ILLs. In particular it was recommended that we look at all using a form based on AUCC form. It is important for the lending institution to be specific as to the use of the loaned document. The lending library must ensure it is providing a legal copy for loan, based on vendor licensing. May also want to look at recommending to ELN for identifying an appropriate software for ILLs. A temporary committee of Martin Warkentin (UFV), Gregg (Selkik), Grace, someone from UBC, possibly someone from VCC and possibly one person from Langara will look into the intersection of licensing and copyright with respect to ILLs.

6.0 Other Business

6.05 Ross reminded the group that we will require someone to be the incoming Secretary (President-Elect) by the Spring meeting

6.1 Lightning round table – no lightning round tables.

6.2 CAPER-BC report (Patricia)

CAPER did not get any additional funding and continue to try to pursue funding support. Tara Robertson is ensuring that BC Open Textbook initiative ensures accessible texts.

7.0 Future meeting dates/places/topics:

7.1 Spring 2015 meeting location

There was an offer of using space at the BCLA conference on May 20th at the Vancouver Airport Sheraton for the CPSLD meeting. The question of catering costs was raised as there is no host institution in this context. Ross will pursue this question with BCLA. The group agreed with the principle of spending CPSLD funds for lunch at our meeting to be held at the BCLA conference.

Associated with decision making on spending funds, a Bylaw review committee will be set up, to include Sybil, Tim and Ross, to provide a resolution on proposed changes for the Spring 2015 meeting.

7.2 PD suggestions:

There was discussion about not having time for a PD session at the May meeting due to the shortened meeting time. The group felt that BCLA would be the PD for CPSLD at that time.

David brought a proposal for a change management workshop and was looking for feedback for the proposal to the presenter. There was no interest expressed for pursuing this workshop. Brenda (TRU) has published in this area and would be willing to provide a workshop on this topic.

Proposal by Ross for performance appraisal was postponed for another time.

7.3 Fall newsletter deadline – Friday, November 21

On behalf of Kathy Plett, Ross reminded everyone of the deadline for the newsletter.

Adjournment at 2:50 p.m.