



**Wednesday May 28, 2014 – Hosted by University of Victoria  
MINUTES**

**Present:**

BCIT	David Pepper
Capilano	Grace Makarewicz (Chair)
College of the Rockies	Shahida Rashid
Douglas	Debbie Schachter
Emily Carr	James Rout
Fraser Valley	Kim Isaac
Justice Institute	April Haddad
Kwantlen	Todd Mundle
Langara	Patricia Cia (telephone)
New Caledonia	Kathy Plett
North Island	Mary Anne Guenther
Northern Lights	Dawna Turcotte
Northwest	Melanie Wilke
Okanagan	Ross Tyner (Recorder)
Quest	Venessa Wallsten
Royal Roads	Rosie Croft
Selkirk	Gregg Currie
Simon Fraser	Patty Gallilee
UBC	Melody Burton
UNBC	Allan Wilson
UVIC	Jonathan Bengtson
Vancouver Island U	Dana McFarland
VCC	Tim Atkinson

**Regrets:**

Camosun	Sybil Harrison
Nicola Valley	Linda Epps
Thompson Rivers	Brenda Mathenia
Trinity Western	Ted Goshulak

**Guests:**

Allan Bell (UBC), Kate Cotie (AVED), Martin Young (AVED), Kathy Buettner (AVED)

## **1.0 Agenda**

The agenda was approved with the addition of 5.1: ELN IR Concept Committee report.

## **2.0 Minutes of October 17-18, 2013**

The minutes were approved.

## **3.0 Business arising from the Minutes of October 2013**

### **3.1 Statistical Survey – definition of online training**

Tim contacted COPPUL (G. Bird) and CARL. Neither group collects statistics on online, individual training. Tim suggests that we wait, pending review by the CPSLD statistics committee.

### **3.2 CPSLD mandate survey results**

Thanks to Simon, Mary Anne, Venessa and Sybil for developing the survey, and to Capilano's Institutional Research department for administering the survey and reporting the results. Collaborative initiatives and team-building were identified as the most important activities. There was no consensus on activities to discontinue. Advocacy, leadership development, library tours and impromptu surveys were seen as the least useful activities.

Meeting schedule:

There is no interest among members in reducing or increasing the number of meetings. Melody suggests that we meet in Victoria at least once per year to facilitate a better relationship with the Ministry.

### **3.3 Assessment Workshop**

Jeremy Buhler (UBC), Kathleen Reed (VIU), Mari Paz Vera (VCC), Tania Alekson (Capilano), and Tony O'Kelly (BCIT) drafted an outline for an assessment workshop. The draft was circulated to CPSLD for feedback.

CPSLD feels a full-day workshop would be preferable to make the best use of everyone's time.

CPSLD suggests Thursday, December 4, to coincide with ALPS and the ELN All-Partner meeting, and to allow more librarians to travel to Vancouver.

Further suggestions should be sent to Grace for communication to the task group. Grace will continue to be the CPSLD liaison to the task group.

**Action: Grace will communicate the above recommendations to the assessment task group.**

## **4.0 Updates & Reports**

### **4.1 Reciprocal Borrowing**

JIBC is finding an increasing number of library cards that don't have expiry dates. Should we accept COPPUL cards? Should we allow students to look up their home library account to prove their status as students?

Discussion ensued regarding the need for change.

**Decision: The website will be updated to read "Students & employees must present proof that they are current students or employees..."**

**Action: Dawna to send the letter used by Northern Lights to CPSLD.**

**Action: Ross to update the website.**

#### **4.2 Treasurer's report**

The Treasurer's report was accepted.

We have a balance of \$2,765.10. Grace suggests that we spend some of this money on the assessment workshop.

**Moved (K. Plett) / Second (M. Burton): That CPSLD support in principle the spending of up to \$1,000 to support the assessment workshop. APPROVED**

This motion will be brought forward to the Fall 2014 meeting for formal approval, with adequate advance notice given.

Debbie asked about the cost for the production of statistics. We would require a special resolution that states that we pay for this activity on an ongoing basis.

**Action: Ross to add the special resolution to the Fall 2014 meeting agenda.**

#### **4.3 Copyright shared services & licensing update**

Allan Bell presented an update on the Copyright Shared Services project and on UBC's internal copyright and library reserve workflow, including the locally developed Library Online Course Reserves (LOCR) system. As well as dealing with copyright permissions for more than 600 UBC courses, UBC has piloted the service with the SFU Bookstore and Centre for Online and Distance Education (CODE).

Allan reviewed the proposed costing models for expansion of the service throughout the sector. These models were included in the proposal that was circulated to CPSLD members prior to the meeting.

Allan also updated the group on the moderated knowledge base proposal. Two law firms have expressed interest in providing their services. The cost of such a service would be substantial.

**Action: CPSLD members who wish to participate in the shared permissions service should indicate their interest to Allan by July 1.**

### **5.0 New Business**

#### **5.1 ELN Institutional Repository Concept Committee report**

Debbie discussed the draft letter that was circulated to CPSLD members requesting ASDT support for the provincial institutional repository initiative. The proposal is to share software and expertise, and to expose institution-based research across the province. The request is for \$100,000 in one-time funding to kick start the project.

The committee has not recommended particular software but has identified required and desirable features. They are poised to go forward with an RFP if the project is supported.

## **5.2 Provincial digital library initiative / Shared Services proposal**

Last month, the Ministry announced expanded access to academic information – which flows very nicely with the IR/provincial portal project – and an expansion of the “digital library” to include openly licensed resources. The Ministry is seeking CPSLD input into how this could be operationalized. The Ministry would also like to explore ways of expanding shared services in libraries.

The Ministry proposes pulling together a stakeholders’ group to define the scope, or possibly two groups, one for the provincial digital library and one for shared services. The Ministry has had initial discussions with BC ELN and BC Libraries Cooperative.

Suggestions were provided including speaking with the K-12 sector and public libraries, including the ABCPLD, and there were a number of questions about what is the purpose of the initiative.

K. Cotie will take the feedback to the Ministry and may come back with more questions. They would also be open to a formal response from CPSLD by the end of June. Individuals may also wish to e-mail ideas or questions to K. Cotie. She will approach CPSLD again when they are seeking individual stakeholders (possibly 2 representatives from CPSLD).

## **5.3 CPSLD statistics transition plan**

VCC found the time commitment required to gather and produce statistics unreasonable this year and is not willing to continue, except in partnership with another group on a transitional basis. There needs to be a commitment among all institutions to get this done in a timely manner.

BCIT will continue compiling the 10-year statistical reports.

The request for 2013-14 statistics will be sent in early June.

There are no proposed definition changes this year, so there is nothing preventing anyone from starting to collect statistics immediately.

## **6.0 Newsletter**

Do we wish to continue the newsletter?

It is a venue for our staff to learn about what’s happening in other libraries and provides a written history of the accomplishments of our libraries.

Reduce to once per year?

Lacking any decision to change, the deadline for submission is June 20.

## **7.0 Future meeting dates/places/topics:**

Thursday, October 30<sup>th</sup>, UBC Vancouver (to be confirmed by Melody)