



Draft, April 6, 2011 Minutes

Royal Roads University, Victoria

**Present/absent/regrets:**

BCIT Camosun	David Pepper Sybil Harrison (r)	Northern Lights Northwest	Janet Beavers Melanie Wilke
CapilanoU	David Lambert	Okanagan	Ross Tyner
College of the Rockies	Shahida Rashid Mauerhoff (r)	Quest U	Venessa Wallsten
Douglas	Carole Compton-Smith (Chair)	Royal Roads	Rosie Croft
Emily Carr U	James Rout	Selkirk	Greg Currie
U of the Fraser Valley Justice Institute Kwantlen Polytechnic U	Kim Isaac April Haddad Cathy MacDonald	SFU TRU TWU	Todd Mundle Nancy Levesque Ted Goshulak
Langara Vancouver Island U	Grace Makarewicz Bob Foley	UBC UNBC	Leonora Crema Gohar Ashoughian
New Caledonia Nicola Valley North Island	Katherine Plett (r) Jim Bruce (r) Mary Anne Guenther	UVic VCC	Ken Cooley Virginia Adams

**Guests:**

SLAIS Student/BCIT Instructor	Jeff Verbeem
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**April 6, 2011 – Royal Roads University  
Quarterdeck, Grant Building**

**Introductions & welcome to new members**

Carole welcomed new member Shahida Rashid (College of the Rockies)

**1.0 Agenda**

No changes to the Agenda.

**Moved:** Kim Isaac **Seconded:** April Haddad

**Approved**

**2.0 Approval of Minutes of October 28-29, 2010**

**Moved:** Ross Tyner **Seconded:** Cathy MacDonald

**Approved**

**3.0 Treasurer's Report – Vanessa Wallsten**

Current balance as of August 2010 is \$1159.04. Account has been set up with North Shore Credit Union with the assistance of Grace Makarewicz.

**Moved:** Janet Beavers **Seconded:** Ted Goshulak

**Approved**

Discussion ensued around the annual billing and the need to do it. Recommend that Vanessa Wallsten present a skeleton budget and motion to raise funds through an annual billing.

**Action:** Establish a skeleton budget and send a motion for an annual billing to the group at least 30 days in advance of the next meeting. (Vanessa Wallsten)

**4.0 Business arising from the Minutes of October 28-29, 2010**

**4.1 CPSLD Statistics – Review of Definitions – Chair, Kim Isaac and working group (Ross Tyner, Kathy Plett, Mary Anne Guenther)**

The Committee has not had a chance to meet since the last meeting. Discussion around what might want to be included and or removed from the statistics took place. The statistics will remain the same for this year but members are encouraged to send suggested changes and additions to be reviewed and brought back to the group.

For 2011 statistics, Kim will email the group to send in their stats to Corinna Luk (VCC) who has been compiling the statistics for the past several years. Thanks to Virginia Adams for supporting this project by offering up Corinna Luk's time.

**Action:** Review definitions and make suggestions to the Committee (All)

**4.2 "CPSLD Annual Statistics: 2001-2010"**

Thanks to the good work of Deirdre Low (BCIT) and Corinna Luk (VCC) we now have a 10 year compilation of CPSLD stats from 2001-2010. A print copy was distributed at the meeting and it will be uploaded to the CPSLD website.

**Action:** Upload compiled statistics to CPSLD website (Todd Mundle)

**4.3** 2009/10 Statistics to be loaded to the website – Todd Mundle

Statistics have not been uploaded. They will be uploaded to either the existing site or the new website.

**Action:** Upload compiled statistics to CPSLD website (Todd Mundle)

**4.4** MEC – Review of relationship

There continues to be discussion around the relationship with MEC. With the dissolution of AEMAC and parts of its former activity going elsewhere the question was raised, “is there a need to continue to have the same relationship?” Many felt that the ties did not need to be as strong and that there was no need to continue to have them as an agenda item.

**4.5** WriteAway – Carole Compton-Smith

The proposal for a province wide writing support system was developed and presented to BCCampus for support. There is a small exploratory group that continues to investigate awaiting word from BC Campus. It was suggested that Elaine Fairey (SFU) join a future meeting to provide an update to the group.

**Actions:** Invite Elaine Fairey to Fall 2011 meeting (Todd Mundle)

**5.0** **Reports and Updates**

**5.1** eHLbc – Grace Makarewicz

Grace provided the briefing summary prepared for the eHLbc Steering committee. The summary outlined the discussion between the BC Academic Health Council (BCAHC) and the eHLbc Management Committee regarding the governance and the specific issue of deferred income (investment gain) from eHLbc fees in the first three year contract.

The Management Committee plans to discuss the governance and financial position at the coming May 17, 2011 Steering Committee meeting. They will be seeking input and guidance as how to move forward with eHLbc governance and policy.

**5.2** CILS Report – Grace Makarewicz

No report provided but one will be sent out.

**5.3** COPPUL Report – Kim Isaac

COPPUL is in the process of hiring a new Executive Director.

The Last Copy Preservation Steering Committee has retained Emily Stambaugh (Shared Print Manager, California Digital Library) to write a report for the consortium. The report is expected during the summer of 2011.

The Digital Curation and Preservation Task Group is looking to develop a one day preservation workshop in 2012.

**5.4** AskAway Advisory Committee – Mary Anne Guenther

Busy semester has gone very well. Emerging Technologies Subcommittee continues to review mobile possibilities and is looking at text reference.

## 6.0 New Business

### 6.1 New CPSLD Website – Sybil Harrison

Using Springshare's CampusGuides, Jeff Verbeem (SLAIS Student/BCIT Instructor) provided an overview of the new website and how it will work for CPSLD. The website is expected to be operational during the Summer of 2011.

**Action:** Inform directors when the website is up and running. (Sybil Harrison)

### 6.2 Copyright update – Grace Makarewicz, Ross Tyner

Further discussion ensued on the impact of answering the interrogatories and the upcoming Vancouver meeting for AUCC members. The proposed date for submission of the interrogatories is May 30<sup>th</sup>.

**Action:** Keep each informed about copyright. (All directors)

### 6.3 Assistance to Aboriginal Learners – Carole Compton Smith

No time for discussion. To be brought forward to the next meeting.

**Action:** Carole to send out an email on this topic and have possibilities discussed at the Fall 2011 meeting.

### 6.4 Director's Day Meeting

There was a brief discussion on the upcoming Director's Day at BCLA. Many but not all CPSLD members are attending. The program appears to be more substantive than the previous Director's Day meeting.

## 7.0 Other Business

None

## 8.0 Newsletter due date

The next newsletter is due April 30, 2011. Please send submissions to Kathy Plett.

## 9.0 Future meeting dates

Fall **2012**

Vancouver Community College has been selected with October 27/28 as the preferred date.

Spring **2012**

Northwest continues to offer to explore Haida Gwaii possibilities. There are concerns around the cost of getting there. Melanie will explore the costs and report to the group.

Review of PD Opportunities

Possible suggestions for future meetings include: a session on learning and teaching commons; marketing workshop; work with the Return on Investment Task Group of COPPUL for ideas.

**Adjournment**, with thanks to Rosie Croft (Royal Roads University) and her staff for hosting.