

Fall Meeting, September 11-12, 2008
B525, Health Sciences Building, University of Saskatchewan
Saskatoon, Sask.

MINUTES

PRESENT: K. Adams (Manitoba), L. Burrige – Chair (Brandon), T. Goshulak (Trinity Western), T. Hickerson (Calgary), C. Hixson (Regina), K. Hunt (Winnipeg), E. Ingles (Alberta), K. Isaac (Fraser Valley), T. Janewski (King’s), D. McFarland (Royal Roads), D. Mirau (Concordia), T. Mundle (Simon Fraser for L. Copeland), J. Newyear-Ramirez (British Columbia for P. Ward), A. Nussbaumer (Lethbridge) – Thursday only, S. Schafer (Athabasca), A. Slade – Secretary (COPPUL), M. Swanson (Victoria), V. Williamson (Saskatchewan).

REGRETS: N. Black (Northern British Columbia), B. Foley (Malaspina), L. Copeland (Simon Fraser), N. Levesque (Thompson Rivers), A. Nussbaumer (Lethbridge) – Friday only, P. Ward (British Columbia).

GUEST: Jane Lamothe (Saskatchewan) – Thursday morning only.

1. Call to Order and Introductions

The meeting was called to order at 9:00 AM on September 11. Proxy holders were welcomed to the meeting.

2. Approval of the Agenda

Approved by consensus.

3. Approval of the Minutes of March 15-16, 2007

A. Slade noted that the action items on the Strategic Plan will be reviewed at the spring 2009 meeting rather than at this meeting. Otherwise, the minutes were approved by consensus.

4. Incorporation and Financial Matters

4.1. Motion to accept the resignation of past directors

MOTION: That the Board of Directors of the Council of Prairie and Pacific University Libraries accept the resignation of the following Directors:

Effective July 1, 2008:

Ms. Karen Adams
Director of Library Services and Information Resources
Cameron Library
University of Alberta
Edmonton, Alberta T6G 2J8

Effective July 1, 2008:

Ms. Alison Nussbaumer
University Librarian
University of Northern British Columbia
3333 University Way
Prince George, British Columbia V2N 4Z9

Effective July 1, 2008:

Ms. Carolynne Presser
Director of Libraries
University of Manitoba
Winnipeg, Manitoba R3T 2N2

Effective July 1, 2008:

Dr. Marinus Swanepoel
University Librarian
University of Lethbridge
4401 University Drive
Lethbridge, Alberta T1K 3M4

MOVED: K. Isaac
SECONDED: T. Goshulak
CARRIED

4.2. Motion to accept the appointment of new directors

MOTION: That the Board of Directors of the Council of Prairie and Pacific University Libraries accept the appointment of the following Directors:

Effective July 1, 2008:

Ms. Karen Adams
Director of Libraries
University of Manitoba
Winnipeg, Manitoba R3T 2N2

Effective July 1, 2008:

Ms. Nancy Black
Acting University Librarian
University of Northern British Columbia

3333 University Way
Prince George, British Columbia V2N 4Z9

Effective July 1, 2008:

Mr. Ernie Ingles
Vice-Provost and Chief Librarian
Cameron Library
University of Alberta
Edmonton, Alberta T6G 2J8

Effective July 1, 2008:

Ms. Alison Nussbaumer
University Librarian
University of Lethbridge
4401 University Drive
Lethbridge, Alberta T1K 3M4

MOVED: M. Swanson

SECONDED: C. Hixson

CARRIED

4.3. COPPUL financial statements 2007/08

MOTION: That the financial statements for 2007/08 be approved.

MOVED: K. Adams

SECONDED: D. McFarland

CARRIED

4.4. Motion to reappoint the accountants for 2008/09

MOTION: That the Board of Directors of the Council of Prairie and Pacific University Libraries reappoint the firm of Crawford Paterson Campbell & McNeill, Chartered Accountants, to prepare the financial statements for 2008/09.

MOVED: A. Nussbaumer

SECONDED: K. Hunt

CARRIED

4.5. Budget update

Received for information.

4.6. Appointment / election of the new Vice-chair/Chair-elect

L. Burrige announced that C. Hixson was willing to stand for the position of Vice-chair/Chair-elect. Other nominations from the Board were invited. None were received.

MOTION: That C. Hixson be appointed Vice-chair/Chair-elect.

MOVED: K. Isaac
SECONDED: M. Swanson
CARRIED

5. Business Arising

5.1. Graduate services symposium

The proposal to hold a symposium on services for graduate studies was discussed. There was general support for the proposal in principle but consensus that it needs more work. Interest was indicated in holding the proposed symposium in conjunction with a CAGS (Canadian Association for Graduate Studies) conference.

It was suggested that a speaker from the University of Rochester be invited to the spring 2009 meeting to give a presentation on graduate services. C. Hixson volunteered to contact the University of Rochester to explore this idea.

ACTION: C. Hixson to contact the University of Rochester to determine if a speaker on graduate services would be available to attend the spring meeting.

ACTION: L. Copeland, M. Swanson and N. Levesque, together with D. McFarland, to redevelop the proposal for a graduate services symposium and bring it back to the spring 2009 meeting.

5.2. ARL/ACRL Institute on Scholarly Communication

M. Swanson reported on the proposal for COPPUL to sponsor an ARL/ACRL Institute on Scholarly Communication in western Canada. There was general agreement that COPPUL lacks the critical mass to make such a proposal successful. It was suggested that CARL be contacted to investigate whether an Institute could be sponsored at the national level. It was pointed out that there are various issues to be clarified in bringing the Institute to Canada, including the need for a Canadian focus and whether full fees would be charged.

ACTION: C. Hixson to contact CARL and ARL to investigate the practicality of holding an ARL/ACRL Institute on Scholarly Communication in Canada.

5.3. RefWorks hosting

K. Adams reported on the proposal to explore a RefWorks hosting solution for western Canada. She indicated that Scholars Portal staff were finding the hosting more labour-intensive than they expected; thus the need for higher fees. RefWorks management indicated that the company is not able to consider adding another hosting site until mid-2009 at the earliest.

It was agreed that the Task Group (K. Adams, I. Kehoe and Marc Truitt) would continue to explore this issue.

A. Slade indicated that there would be at least one more round of increases in Scholars Portal hosting fees before any action could be taken on a local solution.

He asked for guidance about the appropriate person with whom to communicate at each member library regarding RefWorks hosting issues.

ACTION: A. Slade to send an email to the Directors asking them to indicate to whom in their library future correspondence about RefWorks hosting fees should be directed.

5.4. COPPUL's role in digitization issues

C. Hixson presented a discussion paper on COPPUL's ongoing role in digital collections. There was general agreement that the term "digital curation" more accurately reflects the nature of the activity than "digitization." It was agreed that the Task Group (C. Hixson, T. Hickerson, S. Schafer) move ahead with further investigation of the recommendations in the discussion paper. It was also suggested that Denise Koufogiannakis be added to the group to further define the role of the LOCKSS project.

Interest was expressed in having a summary of digital curation and preservation initiatives in the four provinces. A representative from each province will undertake an environmental scan and send a short report to C. Hixson who will summarize and synthesize the information for discussion at the spring meeting. The people who will be responsible for preparing the provincial information are: Jo Anne Newyear-Ramirez (UBC) for B.C., Mark Vajcner (Regina) for Saskatchewan, and Karen Hunt (Winnipeg) for Manitoba. E. Ingles will identify a representative for Alberta.

ACTION: J. Newyear-Ramirez (UBC), M. Vajcner (Regina), K. Hunt (Winnipeg) and a representative from Alberta designated by E. Ingles to prepare a short report on digital curation and preservation initiatives in their province and send it to C. Hixson.

ACTION: C. Hixson to summarize and synthesize the information in the provincial reports on digital curation and preservation initiatives and present the information for discussion at the spring meeting.

6. New Business

6.1. Affiliate membership application from the Justice Institute of B.C.

MOTION: That the Justice Institute of British Columbia be accepted as an affiliate member.

MOVED: M. Swanson

SECONDED: K. Isaac

CARRIED

ACTION: A. Slade to process the affiliate membership application from the Justice Institute of B.C.

6.2. Collections Standing Committee proposal for a meeting

The proposal from the Collections Standing Committee to hold an in-person meeting in March 2009 was considered. After general discussion about the nature

of the Collections Committee, its Terms of Reference, the proposed agenda and the appropriate people to attend such a meeting, it was agreed that a stand-alone meeting should be held. The timing of the spring Directors meeting was not considered suitable for holding the Collections meeting immediately afterwards. A. Slade will propose a separate date and location for the meeting.

In discussing the agenda for the Collections meeting, it was recommended that the group add the following two topics: COPPUL's role in licensing in relation to other provincial and national consortia, and strategies for disposing of print materials that are also available in electronic format. It was also agreed that the topic of consortia-wide scholarly communication activities is not appropriate for a Collections Committee meeting.

MOTION: That the Collections Standing Committee hold an in-person meeting in late 2008 or early 2009.

MOVED: K. Adams

SECONDED: D. McFarland

CARRIED

ACTION: A. Slade to find a volunteer Chair for the Collections meeting, propose a date and location, modify the agenda, and send the proposal to the Directors for approval and feedback on whether the meeting date would conflict with any provincial meetings on the disposal of print holdings.

6.3. CARL Education Working Group survey

V. Williamson and J. Lamothe (guest) gave a presentation titled "What keeps CARL Directors awake at night?" based on a survey conducted by the CARL Libraries Education Working Group. The survey objectives were to identify current "burning questions/problems" in need of research in library education and to prioritize these to highlight where collaboration is possible or required. The slides from the presentation will be made available in the Directors section of the COPPUL website.

A question was raised about whether it would be appropriate for COPPUL to sponsor a research methodology program for staff at member libraries. It was agreed that Directors would review this suggestion at their home libraries and discuss it again at the spring meeting.

ACTION: Directors to consider whether COPPUL should sponsor a research methodology program for staff at member libraries and discuss this issue at the spring meeting.

6.4. Discussion on the recruitment of librarians

Several institutions reported challenges in recruiting librarians and there was general discussion of the issues affecting this situation. Suggestions were made to ask staff about why one would want to work in a COPPUL library and whether new-hires would be interested in a mentoring relationship with a colleague at

another member library. These suggestions will be explored further at the spring meeting.

The idea of an internship program for librarians at member libraries was discussed. K. Adams and M. Swanson agreed to investigate this idea further and report back at the spring meeting.

ACTION: A. Slade to add to the agenda for the spring meeting a discussion about the questions regarding why one would work in a COPPUL library and would new-hires would be interested in a mentoring relationship with a colleague at another member library.

ACTION: K. Adams and M. Swanson to investigate the idea of an internship program for librarians at member libraries, and report back at the spring meeting.

7. Reports and Updates

7.1. CRKN update

L. Burridge reported that the new content implementation is progressing well, a report on the project will be forthcoming, a discussion paper is being prepared on alternative publishing models and open access, Amanda Tompkins has been appointed as the new Finance Manager, and the ten libraries with the most overlap of holdings from the addition of the CFI content will be receiving some form compensation.

7.2. CARL update

C. Hixson outlined some recent CARL initiatives and developments including the AGM held in May, three retirements, the appointment of Brent Roe as the new Executive Director, the key issues of the Copyright Committee which remains active, the focus on data management issues, the upcoming symposium on libraries and university presses, a meeting on institutional repositories at the Access conference in Hamilton, the fall meeting to be held in Ottawa, and a CARL presence at the National Summit on Library Human Resources scheduled for October 6-7.

With regards to the National Summit, it was suggested that there be a discussion at the spring meeting on whether it is appropriate for COPPUL to prepare a response to the outcomes from the Summit.

ACTION: A. Slade to add to the agenda for the spring meeting a discussion on the outcomes of the National Summit on Library Human Resources and whether COPPUL should prepare a response.

7.3. reSearcher update

The report on reSearcher developments was received for information.

7.4. ACCOLEDS project update

The progress report on the ACCOLEDS T2D (table to data) project was received for information. Appreciation was expressed to Chuck Humphrey for investing his COPPUL award money in a domain name for the project.

7.5. LOCKSS project update

The progress report on the LOCKSS project was received for information.

7.6. Resource Discovery Task Group update and presentation

D. Mirau provided a progress report from the Resource Discovery Task Group and gave a PowerPoint presentation on some of the features of resource discovery software. The slides from the presentation will be made available in the Directors section of the COPPUL website.

It was recommended that WorldCat Groups from OCLC be investigated as a resource discovery initiative for some or all of COPPUL. Interest was expressed in a webcast demo of the product by OCLC staff. A. Slade will work with D. Mirau to arrange two or more webcasts on WorldCat Groups for COPPUL Directors and staff, and also to obtain consortium pricing for the product.

ACTION: A. Slade and D. Mirau to arrange for OCLC to give two or more webcasts on WorldCat Groups for COPPUL Directors and staff, and to obtain consortium pricing for the product.

7.7. Capacity Building Task Group report and update

A. Nussbaumer reported on the two projects being undertaken by the Capacity Building Task Group – the needs assessment survey on career development opportunities aimed at COPPUL professional staff, and the COPPUL libraries experts database that will include all levels of library staff.

A draft covering letter for the survey and the draft questionnaire were distributed for feedback. Several changes were recommended for the questionnaire. The task group will incorporate the changes into the web questionnaire and send the final covering letter to the Directors to forward to their staff inviting them to complete the online survey. The results will be reported at the spring meeting together with recommendations based on the findings.

A draft template for the COPPUL libraries experts database was distributed for information. It was pointed out that the database is still a work in progress and needs to be tested at member institutions.

ACTION: The Capacity Building Task Group to revise the questionnaire for the career development survey, make it available as a web page, send the letter of invitation to the Directors, compile the results, and present a summary of the findings, with recommendations, at the spring meeting.

8. Round Table on the retention / disposal of print journals

The members described what actions, if any, are being taken at their libraries to dispose of or store print materials that are also available in electronic format. A variety of approaches were reported ranging from no action to active disposal or recycling.

It was recommended that this topic be discussed at the proposed Collections Committee meeting and the group be asked to provide recommendations on possible actions for COPPUL. It was also recommended that information be obtained from CARL and the other three university library consortia about any initiatives they may be considering regarding the retention or disposal of print materials also available in electronic format.

ACTION: The Collections Standing Committee to discuss at its meeting the topic of retention or disposal of print materials also available in electronic format, and to provide recommendations for discussion at the spring Directors meeting.

ACTION: C. Hixson to raise with CARL the issue of retention or disposal of print materials also available in electronic format to determine if any national action is appropriate in this area.

ACTION: A. Slade to contact OCUL, CREPUQ and CAUL to learn if any actions are underway or being planned at the consortium level to coordinate the retention or disposal of print materials also available in electronic format.

9. Actions and Activities

9.1. Review of the Actions document

Received for information.

9.2. Report of the Executive Director

Received for information.

10. Additional Business

There was no additional business.

11. Future Meetings

The spring 2009 meeting will be held in Victoria, March 16-17, following the ACRL Conference in Seattle. The meeting will start at 9:00 AM on the 16th and end at noon on the 17th.

The fall 2009 meeting will be held in Kelowna, September 17-18. Details are to be arranged.

12. Adjournment

The meeting was adjourned at 4:00 PM on September 11th and at 11:00 AM on September 12th.