

Fall Meeting, September 16-17, 2010
York/Harrow Rooms, Fairmont Winnipeg Hotel
Winnipeg, Manitoba

MINUTES

PRESENT: K. Adams (Manitoba), G. Ashoughian (Northern B.C.), L. Burrige (Brandon), J. Duffy (Winnipeg), C. Eckman (Simon Fraser), K. Isaac (Fraser Valley) – Chair, N. Levesque (Thompson Rivers), C. MacDonald (Kwantlen), D. Mirau (Concordia), A. Nussbaumer (Lethbridge), I. Parent (British Columbia), M. Romaniuk (Alberta), S. Schafer (Athabasca), C. Shepstone (Mount Royal), A. Slade (COPPUL) – Secretary, M. Swanson (Victoria), D. Warren (Calgary for T. Hickerson), V. Williamson (Saskatchewan) – Thursday only.

REGRETS: R. Croft (Royal Roads), B. Foley (Vancouver Island), T. Goshulak (Trinity Western), T. Hickerson (Calgary), T. Janewski (King's), W. Sgrazzutti (Regina), V. Williamson (Saskatchewan) – Friday only.

GUESTS: Doug Brigham (UBC) – Thursday AM only, Mark Leggott (UPEI) – Thursday PM only, Carolynne Presser (Canadiana) – Friday AM only.

1. Call to Order and Introductions

The meeting was called to order at 9:00 AM on September 16. New members, proxy holders and guests were welcomed to the meeting.

2. Approval of the Agenda

Approved by consensus.

3. Approval of the Minutes of March 18-19, 2010

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 June 30, 2010:

Dr. George Maslany
Library Director
University of Regina
Regina, Saskatchewan S4S 0A2

Effective August 19, 2010:

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

Effective August 31, 2010:

Ms. Lynn Copeland
University Librarian
W.A.C. Bennett Library
Simon Fraser University
Burnaby, British Columbia V5A 1S6

MOVED: L. Burrige

SECONDED: K. Adams

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 April 1, 2010:

Ms. Carol Shepstone
Director of Library Services
Mount Royal University
4825 Richard Road S.W.
Calgary, Alberta T3E 6K6

Effective July 1, 2010:

Mr. William Sgrazzutti
University Librarian
University of Regina
Regina, Saskatchewan S4S 0A2

Effective August 20, 2010:

Ms. Mary-Jo Romaniuk
Acting Chief Librarian
Cameron Library
University of Alberta
Edmonton, Alberta T6G 2J8

Effective September 1, 2010:

Dr. Charles Eckman
University Librarian
W.A.C. Bennett Library
Simon Fraser University
Burnaby, British Columbia V5A 1S6

MOVED: S. Schafer
SECONDED: A. Nussbaumer
CARRIED

4.3. COPPUL financial statements 2009/10

It was noted that the accountant had placed expenses from the research methods workshops under “Office Supplies” in the statements.

MOTION: That the financial statements for 2009/10 be approved.

MOVED: M. Swanson
SECONDED: S. Schafer
CARRIED

4.4. Motion to reappoint the accountants for 2010/11

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 2010/11.

MOVED: K. Adams
SECONDED: C. MacDonald
CARRIED

4.5. Budget update

Received for information. It was noted that the 2011/12 budget should have a line item for expenses related to the search for a new Executive Director.

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

K. Isaac announced that A. Nussbaumer was willing to stand for the position of Vice-chair / Chair-elect. Other nominations from the Board were invited. None were received.

MOTION: That nominations cease.

MOVED: K. Adams
SECONDED: L. Burrige
CARRIED

A. Nussbaumer was declared Vice-chair / Chair-elect.

4.7. Replacement of the Executive Director

A. Slade signaled his intention to retire in the fall of 2011. The procedure for replacing the Executive Director was discussed in camera.

MOTION: That COPPUL fill the position of Executive Director when the incumbent retires.

MOVED: L. Burrige
SECONDED: I. Parent
CARRIED

MOTION: That the Executive Committee be charged to form a selection committee and begin the process of hiring a new executive director.

MOVED: V. Williamson
SECONDED: C. MacDonald
CARRIED

5. Business Arising

5.1. Graduate services symposium

N. Levesque and J. Duffy indicated they would continue to pursue opportunities for a graduate services symposium and report back when they have a recommendation.

5.2. Last copy preservation initiative

G. Ashoughian provided a progress report on the Phase 1 Pilot for the last copy preservation initiative. D. Brigham (UBC) then described the methodology used in the pilot at UBC and U. of Alberta. The report on the pilot and associated spreadsheets used for validation are available at <http://www.library.ubc.ca/doug/COPPUL/>

In the discussion, it was recommended that the pilot should continue to the extent of filling in holdings gaps at the repositories to determine costs and workflow issues.

It was also recommended that the future focus of the project should be on Canadian titles rather than on low risks titles already being preserved by other groups.

K. Isaac proposed a new governing structure to move the project ahead. The new structure would involve shifting the project from the Collections Committee level to the Directors level. It was noted that the current task group had fulfilled its mandate and could be disbanded with thanks for the work accomplished to date.

A Last Copy Preservation Steering Committee, comprised of directors and staff, would replace the task group to identify priorities and bring in other members and staff for specific tasks as needed to fulfill the priorities.

MOTION: That COPPUL form a Last Copy Preservation Steering Committee to move the project forward and bring decisions to the Directors' table for approval.

MOVED: M. Swanson

SECONDED: L. Burrige

CARRIED

The following individuals were identified to serve on the Steering Committee: G. Ashoughian (UNBC), K. Adams (Manitoba), C. Eckman (SFU), K. Ladd (Saskatchewan), A. Homanchuk (Winnipeg) plus the Chair of the Collections Committee and representatives from UBC and U. of Alberta (to be named later).

G. Ashoughian noted the need for a technical task group to work on registry issues. It was agreed that the Steering Committee would decide on the type of staff needed for this group and call for volunteers when appropriate.

ACTION: A. Slade to thank the existing Print Preservation Task Group for its work and indicate that a Steering Committee would assume responsibility for the project from this point forward.

ACTION: G. Ashoughian to draft Terms of Reference for the Last Copy Preservation Steering Committee and submit them to the committee members for discussion and then to the Board for approval.

6. New Business

6.1. Knowledge for All Universal Citation Index Project

M. Leggott (UPEI) described the Knowledge for All Universal Citation Index Project and indicated it has received start-up funding for Phase 1. Financial and labour contributions are being sought from libraries and consortia to move the project ahead to a sustainability phase.

Information about the project is available at <http://www.k4all.ca>

It was agreed that there is not a role for COPPUL in this project at the present time but individual libraries may be interested supporting the initiative through funding or by committing to index journal titles on an ongoing basis.

6.2. Access Copyright / Fair dealing policy

K. Adams distributed a fair dealing policy developed by AUCC for members that intend to sign the Access Copyright agreement in January 2011. Various issues concerning Access Copyright and the fair dealing policy were discussed.

6.3. ACRL 2011 conference

K. Adams indicated that the 2011 ACRL conference will be held in the east and ACRL is fundraising in order to offer virtual access as an alternative to in-person

attendance. The suggested contribution per institution is \$500 Cdn. Any members interested in contributing should contact K. Adams.

6.4. CRKN NRT representation

It was proposed that the terms for the two COPPUL representatives on the CRKN Negotiations Resource Team (NRT) be brought to a common renewal month but staggered one year apart for continuity on the NRT.

MOTION: That the Board of Directors approve the change of appointment for the second COPPUL representative on the CRKN NRT to a 29-month appointment beginning November 1, 2010 and ending March 31, 2013, and that, thereafter, the term of appointment for the second rep be two years renewing April 1st.

MOVED: L. Burrige

SECONDED: M. Swanson

CARRIED

MOTION: That the Board of Directors approve the reappointment of Denise Koufogiannakis, University of Alberta, as the second COPPUL representative on the CRKN NRT for the term November 1, 2010 - March 31, 2013.

MOVED: L. Burrige

SECONDED: M. Swanson

CARRIED

ACTION: A. Slade to notify CRKN about the change of term for COPPUL representation on the NRT and confirm D. Koufogiannakis' reappointment.

Thanks were expressed to Joy Kirchner and Denise Koufogiannakis for their service on the NRT to date.

6.5. Strategic Plan small groups exercise

A small groups exercise was conducted to identify new action items for the Key Areas of Focus in COPPUL's strategic plan. The results from the exercise will be distributed in a separate document.

7. Reports and Updates

7.1. Canadiana update

C. Presser demonstrated the newly developed Canadiana Discovery Portal. She requested that Directors ask their staff to experiment with the database and recommend changes and improvements. The beta version is available at <http://beta.canadiana.ca/co/en/>. Comments and suggestions should be sent to C. Presser presser@ms.umanitoba.ca.

7.2. Capacity Building Task Group database demo

A. Nussbaumer demonstrated a beta test version of the COPPUL Directory of Shared Expertise. The purpose of the database is to identify staff at member

institutions with expertise or extensive experience in specific areas of library work. The database will reside on a U. of Calgary server; descriptive information and a link to the site will be added to the COPPUL website.

ACTION: A. Nussbaumer to provide information and instructions via the Directors listserv when the COPPUL Directory of Shared Expertise database is ready to be populated.

A. Nussbaumer pointed out that the Capacity Building Task Group has fulfilled its mandate and the members wish to step down. Thanks were expressed to the Task Group members for all their excellent work in this area. A new task group will be formed if further work on capacity building is needed.

ACTION: A. Slade to thank the Capacity Building Task Group members for their work in this area and indicate that the current task group will be disbanded.

7.3. Collections Committee report and meeting proposal

A. Slade outlined the proposed agenda for a Collections Committee meeting in March 2011. The main items on the agenda include COPPUL's Last Copy Preservation Project, the work of the e-books Task Group and the next renewal of the various publications from the Nature Publishing Group.

MOTION: That a meeting of the COPPUL Collections Committee be held in Vancouver on March 16, 2011, in conjunction with the Directors spring meeting.

MOVED: L. Burrige

SECONDED: D. Mirau

CARRIED

ACTION: A. Slade to notify the Chair of the Collections Committee that the meeting proposed for March 16, 2011, has been approved.

7.4. E-books Task Group report

D. Mirau provided a brief description of the four activities being undertaken by the e-books Task Group. They are:

- Formalize a licensing model for ebooks that can be negotiated with vendors based on established criteria and other relevant models (OCUL).
- Co-ordinate a regional collections policy that might address issues such as ILL lending and perpetual access.
- Develop policy and strategies for Canadiana acquisitions, Canada specific collections, e.g. Arctic, and current topical, e.g. climate change, terrorism, war, peace, Pacific Rim, aboriginal or indigenous studies.
- Explore LOCKSS as an ebook archiving solution.

In the discussion, there was agreement that the Task Group should go ahead and survey ILL staff as part of its work on a regional collections policy. It was also agreed that, when completed, the model license for e-books did not need to come

to the Directors table. A. Slade will notify the Directors via the listserv when the license is available on the COPPUL website.

Further discussion on the work of the e-books Task Group will take place at the Collections Committee meeting in March 2011.

7.5. Digital Curation and Preservation Task Group report

The recommendations in the report from the Digital Curation and Preservation Task Group were reviewed and a voting procedure used to prioritize the projects proposed by the Task Group.

The priorities established by the voting procedure were:

1. Investigate what other Canadian collaboratives (e.g. canadiana.org) are doing in order to avoid duplication with work already underway.
2. Develop an online tool (web site, wiki, etc.) for the COPPUL Projects web site to share existing documentation and information among members.
3. Identify training resources for COPPUL members and, if appropriate, recommend content and costs for a workshop for members.
4. Ask all COPPUL libraries to fill out a refined version of the survey to complete the snapshot of current preservation practice. The Task Group would bring these results back to the COPPUL Directors for information and questions.
5. Work closely with the COPPUL LOCKSS PLN group to evaluate the capacity of the PLN (size and cost for storage, etc.) to support our local preservation requirements.
6. Work with the PLN group to establish what preservation initiatives would be appropriate for our licensed collections (CLOCKSS, Portico, etc.).
7. Investigate the feasibility of sharing copyright/rights forms and information about rights clearance as it applies to our digitization sites and particularly preservation.

ACTION: A. Slade to inform the Chair of the Digital Curation and Preservation Task Group about the project priorities identified by the Directors' votes, and recommend that the Group focus on the four projects that had the most votes.

7.6. LOCKSS Steering Committee report

Received for information. Thanks were expressed to the Steering Committee members for the work to date.

7.7. reSearcher update

Received for information.

7.8. CRKN update

K. Isaac outlined some of the items discussed at the recent CRKN Board meeting:

- The Digital Content Initiative (DCI) is moving out of Phase 1 that was supported by CFI funding and into Phase 2 requiring sustainability.

Various issues concerning costs and pricing were discussed. Members with concerns were encouraged to contact Deb deBruijn.

- The CRKN budget has been impacted by lower interest revenue.
- CRKN's new strategic plan is in place.
- A governance review is underway. The CRKN Governance Committee will be seeking feedback from the membership.
- The operational review undertaken by an external reviewer has been completed but the results have not yet been released.
- The interim report of the VITaL Task Group is being circulated to members for feedback.

K. Isaac indicated that her term on the CRKN Board will end in September 2011 and suggested that COPPUL consider changing its model for appointing a representative to the Board. At present, the COPPUL Chair becomes the CRKN Board representative for two years. Other consortia use volunteers for longer terms.

ACTION: A. Slade to add the issue of COPPUL's CRKN Board representative to the agenda for the spring 2011 meeting.

7.9. CARL update

K. Adams outlined some recent CARL developments:

- Ryerson University has become a CARL member.
- The CARL core competencies profile titled "Core Competencies for 21st Century CARL Librarians" has been released.
- There is a new committee called the CARL Data Management Sub-Committee, chaired by M. Swanson (UVic). It is investigating an application to CFI for funding to establish a national research data infrastructure. Ten institutions are needed to sign on to the application.

8. Actions and Activities

8.1. Review of the Actions document

Received for information.

8.2. Report of the Executive Director

Received for information.

9. Additional Business

There was no additional business.

10. Future Meetings

The spring 2011 meeting will be held in Vancouver, March 17-18. The meeting will start at 9:00 AM on the 17th and end at noon on the 18th.

The fall 2011 meeting will be held in Edmonton, September 22-23.

11. Adjournment

The meeting was adjourned at 4:10 PM on September 16th and at 11:40 AM on September 17th.