

**COPPUL Scholarly Communications Working Group - Minutes
Monday, December 7, 2015 at 11 AM (Central Standard Time).**

Present:

DeDe Dawson, University of Saskatchewan

Patty Gallilee, Simon Fraser University

Kathy Gaynor, Thompson Rivers University

Robyn Hall, MacEwan University

Mayu Ishida, University of Manitoba

Regrets:

Elaine Fabbro, Athabasca University

Rob Tiessen, University of Calgary

Minutes

1. Approval of Agenda
2. Approval of Minutes from October 16, 2015
3. Business Arising (action items from the last meeting)
 - a. Discussion on potential projects
 - i. Robyn's presentation of a possible WordPress site structure
 - Robyn shared the draft proposal for new web presence on WP, and assigned tasks to SCWG members. Andrew will help re-organize SCWG content at the COPPUL site to increase SCWG's visibility.
 - **ACTION:** SCWG members to complete the assigned tasks.
 - **ACTION:** Robyn and Andrew (former SCWG chair) to review the old SCWG wiki and decide which content to keep
 - What type of information to include in Resources page
 - a. IR list
 - b. OA week / sponsorship info / past winners
 - c. Publications from SCWG
 - d. CoP? There are similar content out there already.
 - i. Links to other scholarly comm resources?
 - ii. Study of copyright practices in CAN IR
 - Patty, Rob and Robyn drafted a study proposal on copyright statements at IRs. Mayu mentioned the proposal in the September 2015 SCWG report.
 - Patty, Rob, and Robyn aim to publish results from this study.

the grant recipient explaining how to notify COPPUL of the location of the archived recording.

vii. There will be a link from the WordPress site to the archived version.

c. New SCWG members

i. Provincial representative: John Tooth (Winnipeg, MB) resigned. Four nominations were received for a new provincial rep.

- SCWG has no formal selection process, and will establish one for the future. Meanwhile, SCWG considered the following factors in selection:

a. Current/future provincial representation within SCWG – Will need reps from BC and SK in 2017

b. Size of a rep's institution – May need more representation of small/medium institutions

- **ACTION:** Mayu to draft a selection criteria based on the discussion **COMPLETE**
[internal link removed]
- **ACTION:** Mayu to email the SCWG members a list of nominee names as well as other information submitted (nomination letters). SCWG members to cast a vote based on the information.

COMPLETE

ii. At the next meeting, we will review the terms of membership to be clear about the membership selection criteria (rep of provinces, institution size).

- May recommend changes to the terms of membership?

iii. **ACTION:** Mayu to check with Andrew whether the terms of membership should be changed based on the selection criteria. (Ask for clarification re: who selects a new member? Make it clear in the terms that SCWG make a recommendation, and Board of directors approve it?)

iv. Feedback: From the candidate's perspective, the selection criteria was not clear. The call for candidacy should be sent out with more guidance.

d. CRKN/CARL joint meeting in October 2015

i. Andrew and Elaine are attending the meeting.

ii. **ACTION:** Andrew to pass the meeting agenda and information/notes from the meeting re: OA and scholarly communications activities in Canada **COMPLETE**

4. New Business

a. Meeting times for Spring/Summer 2016

- i. Break in July and August, and come back in September
- ii. Fixed day/time?

- 1st option: Second Monday of the month at 11 AM (CST/CDT, MB Time)
 - a. January 11, 2016
 - b. February 8, 2016
 - c. March 14, 2016
 - d. April 11, 2016
 - e. May 9, 2016
 - f. June 13, 2016
- 2nd option: Every 1.5 months instead of every month
 - a. January 11, 2016
 - b. February 29, 2016
 - c. April 11, 2016
 - d. May 30, 2016
 - e. August 8, 2016
- iii. We will try the first option and revisit this scheduling approach in the June meeting

Next meeting time: January 11, 2016

Meeting ended at 12:00 PM (Central Standard/Daylight Time)