COPPUL Scholarly Communications Working Group - Minutes
Monday, February 8, 2016 at 11 AM (Central Standard Time).

Present:
DeDe Dawson, University of Saskatchewan
Elaine Fabbro, Athabasca University
Robyn Hall, MacEwan University
Mayu Ishida, University of Manitoba
Rob Tiessen, University of Calgary

Regrets:
Patty Gallilee, Simon Fraser University
Kathy Gaynor, Thompson Rivers University

Minutes

1. Approval of Agenda
2. Approval of Minutes from January 11, 2016
3. Business Arising (action items from the last meeting)
    a. Discussion on potential projects
        i. SCWG's new WordPress site
            ● ACTION: SCWG members to complete the assigned tasks by February 8 COMPLETE
                a. ACTION: DeDe to move the meeting minutes (prior to 2014) from the previous wiki to the Google docs folder and maybe the new WP site; add 2014 minutes to WP site; and remove confidential info & internal links from all minutes posted to WP site. COMPLETE
                b. DeDe transferred the meeting minutes prior 2014 to the Google docs folder and arranged them by year - these can be uploaded to the WP site eventually if there is need (they would need to be read and edited for confidential info and to remove internal links before uploading to WP site). COMPLETE
            ● **ACTION**: Robyn to make the site live after the assigned tasks are completed and reviewed by members
                a. SCWG members to provide feedback on the new site
            ● **ACTION**: Robyn and Andrew Waller (former SCWG chair / Executive Director) to review the old SCWG wiki and decide which content to keep by Apr 11, 2016.
            ● **ACTION**: Mayu to forward Andrew / COPPUL admin the list of broken links to the past OA speaker events so that they can restore the links

- What else to include in the wiki's "Resources"? The page currently includes:
  a. Projects and Initiative
  b. Webinar Archive
  c. Publications - What should be the scope? The publications by SCWG? By librarians at COPPUL institutions?
     i. "Selected / Contributed publications"
     ii. Send a call for contributions to COPPUL institutions
     iii. Add a note / call at the end of the Publications page
  d. Directory of Repositories and Journal Hosting Services
- **ACTION:** Mayu to follow up with Michael Horner re: the manuscript he and other SCWG members were working on. Ask about the manuscript's status.
  ii. Study of copyright practices in CAN IR
     - ACTION: Patty, Rob and Robyn to submit an ethics application for this study to REB at MacEwan COMPLETE
       a. A REB application was submitted at MacEwan
          i. Have been approved. The study will move ahead.
       b. No need to submit a new application to Calgary / SFU
  iii. ACTION: Everyone to add to a list of questions/requests received from researchers re: the new Tri-Agency OA policy between August 2015 and January 2016: COMPLETE
     - Addition to the list is due by the end of January.
     - **ACTION**: Mayu to circulate the draft list of OA questions among SCWG members before passing it to the CARL OA Working Group
     - **ACTION:** Mayu to check whether the CARL OA WG have been disbanded.

b. COPPUL SCWG sponsorship for 2015 Open Access Week
   i. ACTION: Mayu to update the proposal form and turned it into a Google form COMPLETE
   ii. **ACTION**: Patty to follow up with SFU/UBC winner re: archiving the talk, and asking Alison to upload the link to the archived/IR version to COPPUL site **ONGOING**
      - Patty's update re: SFU/UBC talk (2015-12-08): The recording is with the organizers who are waiting on a final speaker release. When that is complete, the recording will be made available on SFU/UBC institutional repositories. As it stands, there are no instructions for the grant recipient explaining how to notify COPPUL of the location of the archived recording.
      - Patty to follow up with the SFU/UBC contact re: the status of the event recording

c. Review the terms of reference (TOR) w.r.t. the new membership selection criteria
   i. **ACTION**: Mayu to draft a new TOR and member selectin criteria and circulate the documents to the group
   ii. **ACTION:** Mayu to ask Andrew Waller to clarify how often SCWG should report to COPPUL directors (the current TOR says "at least once a year" but the group has been reporting twice a year (September, March).
d. Update re: Open Library of Humanities consortium deal
   i. OLH homepage: https://about.openlibhums.org/
   ii. Supporting institutions: https://about.openlibhums.org/libraries/supporting-institutions/
      ● University of Alberta is a supporting institution. SFU is also considering to become a supporting institution.
   iii. Institutional banding and pricing is mentioned in pp 5-6 of the OLH pamphlet: https://dl.dropboxusercontent.com/u/72047078/15%2001%20OLH-LYRASIS%20Prospectus.pdf (FTE / annual price ($US): 10,000+ / $1000, 5,000-9,999 / $750, 0-4,999 / $500)
   iv. ACTION: Patty to share with SCWG the OLH pricing SFU considered COMPLETE
e. Report to COPPUL Directors due on Feb 19, 2016
   i. **ACTION**: Mayu to distribute the report's draft before the next SCWG meeting

Next meeting time: March 14, 2016 at 11 AM (CST)

Meeting ended at 11:35 AM (Central Standard Time)