<h1 style="text-align:center; color:orange">COPPUL Scholarly Communications Working Group</h1>
<p style="text-align:center">Tuesday, October 17, 2017: 9AM PST, 10AM MST, 11AM CDT</p>

- **Present:** Robyn, Kristina, Sonya, Devina
- **Regrets:** Patty, Elaine, Kathy, Carmen

Minutes

1. **Approval of Agenda** - approved

2. **Approval of Minutes from June 6, 2017** - approved

3. **Welcome new members:** Devina Dandar & Sonya Betz

4. **Business Arising**

   a. Update: Revised Terms of Reference posted to COPPUL & WP sites.
   b. Update: Revised content on COPPUL website about the SCWG.
   c. Update: Confirmed MacEwan can host a training day in Spring 2018.
   d. Update: Members emailed about discontinued webinar sponsorships. Feedback about shifting to a regional training day was positive.
   e. Update: Member terms updated on WP site.
   f. Update: Submitted report to Directors for Fall meeting.

5. **New Business**
   a. BLOG:
      i. Action: All members, please sign up for a month to post to the blog.
      ii. Action: All members, please create a wordpress.com account & share email affiliated with that account with Robyn so you can gain editor access to the site.
      iii. Robyn created some blog instructions and guidelines in Google Drive. All members are invited to add to topic ideas at end of the document. Confirmed that the blog is meant to feature information relevant to COPPUL members (e.g., things happening at member institutions) but also more general schol comm topics.
      iv. Any OA Week events we should post about?
      Action: Robyn will post about any noteworthy events listed on the OA Week website, as well as a link to promotional materials.
      v. Notify listserv subscribers to subscribe to blog instead. Take down listserv.
      Actions: Robyn will email SCWG listserv members to encourage people to "follow" the blog for email updates when new content is posted and notify then that the listserv is being discontinued; Kristina will then share

this with the COPPUL listserv and social media, and Robyn/Kristina will contact SFU about taking the listserv down; Sonya will post to Canadian schol comm community of practice Slack channel to encourage blog followers.

b. Best Practices Reports
Decided we will focus on producing short reports this year (2017/2018) on:
- collection development support for OA (Robyn) and
- predatory publishers/evaluating OA this year (Sonya, Devina)

Ideally each report will have 3-4 people working on it. Members can coordinate how they will divide up this work, and report on their progress at future meetings. Action: All members, before the next meeting, let Robyn know which report you would like to work on of these two.

   i. Robyn created a template (in Google Drive) for these reports. Once all members are all assigned to a report we can copy this template over for each topic and start to work on these.

c. Regional Training Day:
   i. Decide upon a date in May or June. Conflicts include Lib Publishing Forum May 21-23; Open Repositories June 4-7; NEOS Miniconference June 8, Digital Humanities UVic June 4-8 & 11-15…
The group has proposed Friday, May 18, 2018 for the regional training day at MacEwan University. It was also suggested that the Schol Comm in Canada community of practice (Slack channel) put together an unconference on May 17.
Action: Robyn will look into booking a space at MacEwan.

   ii. Next steps… At the next meeting we will draft a list of possible presenters/facilitators/panels, and set dates for sending out invites to participate, register, etc. A list of possible topics to consider is available in the event proposal in Google Drive.

6. **Other Business** - none.

7. **Next meeting:** November
Action: Robyn will email members with a few possible times to select from to start holding standing meetings at the same time each month. All members will be asked to respond before Oct. 25.