**BCOER Librarians Steering Committee:**

**Skype Meeting Minutes**

**September 16, 2016, 1-2pm**

**Present**: Inba Kehoe, Debra Flewelling, Lin Brander, Hope Power, Kevin Stranack, Rosario Passos, Caroline Daniels, Lindsay Tripp, Erin Fields, Brenda Smith

1. **Terms of Reference**
* BCOER Librarians Name
	+ The committee discussed whether we should change the name of the BCOER Librarians so that we do not limit ourselves by having the name “resources” in our name versus leaving our name as it because we have existing brand recognition as the BCOER Librarians. It was decided that it is better to make the change sooner rather than later. The committee discussed possible names, including whether to use the word Library instead of Librarian to be more inclusive. It was determined that the type of work that the group does is more in the portfolio of librarians so we would keep the word “librarians” in our name. The committee decided that we will now be known as the B.C. Open Education Librarians (BCOEL).
* Decision-Making
	+ The committee discussed the process for voting when making decisions and the need for quorum. After discussion, it was decided that we would maintain informality and come to decisions via collegial consensus. It was agreed that we would become more formal in the future if collegial decision-making does not work.
1. **Goals and Objectives**
* The goals and objectives document was reviewed. If anyone is interested in signing up for any additional tasks, please contact the group members that are already involved in those tasks to find out more about the current status of the project.
1. **Communications**
* The committee discussed means of communications for the steering group and for the broader BCOEL membership.
	+ The existing BCOER listserv will be renamed and be open to the broader membership. It will be used for general information – meeting minutes, promoting events, etc.
		- *Action:* Rosario will investigate establishing a BCOEL Steering Group listserv. She will contact Debra to ensure all the names of the steering committee members are included.
		- *Action:* Rosario will look into renaming the existing BCOER listserv.
	+ To facilitate the steering committee meetings, we will continue to use Skype.
		- *Action:* Debra will send out everyone’s skype names to the steering committee members.
	+ There was a discussion about what type of social media presence the group should have. Should we have a Facebook and twitter presence, too?
		- *Action:* The website working group will further investigate how to approach our social media presence and report back.
	+ *Action:* Rosario will follow up with Brian about access to the website to facilitate easier editing of the webpage
1. **Open Access Week (Oct 24th - 30th)**
* The committee discussed what activities were happening for Open Access Week across the membership:
	+ Kwantlen Polytechnic University: Caroline reported that KPU plans to bring Robin Darosa out to speak. The date is still to be determined, but it will hopefully be on Oct 24th or 26th.
		- Debra commented that Douglas College might also interested in having Robin Darosa come out to speak. She will talk to Caroline for details re: cost and to see if it is something to do as a joint KPU/Douglas event or separate events at the KPU and Douglas College campuses.
	+ The University of British Columbia, Simon Fraser University (SFU), and the BC Research Libraries Group has arranged for Rick Anderson to come out to speak on Oct 25th from 9:30-10:30am at the SFU Vancouver Campus. It will be livestreamed.
	+ University of Victoria: Rick Anderson will also be speaking at UVic on Monday, October 24th from 2-3pm at the UVic McPherson Library
	+ SFU: OER workshop with Rosario and a lunch for OER recipients on October 27th
	+ Thompson Rivers University: Workshop for faculty re: adopting OER (and will be doing a step two adapting textbooks workshop later on). There will also be some open access presentations re: predatory journals as well as promoting the Rick Anderson livestream.
* Reminder that ETUG will be at the Centre for Digital Media on Great Northern Way on Oct 28th.
* There was a discussion about how to promote the various events happening around the province. Rosario said that BCcampus has a calendar that might work.
	+ *Action*: Rosario will see if BCcampus has a community calendar that can be used to promote Open Access Week events.
* There were general discussions about open textbooks, including the textbook broke campaign at SFU, UBC, and UVIC and the CBC article about it. BCcampus has also released a map that shows the global use of the BC Open Textbooks.
* Caroline said that KPU is trying to get a bunch of workshops ready to present throughout the year, including ones aimed at students. Rosario said she has some slides which may help.
	+ *Action:* Rosario will send Debra her slides that were used for SUDS, which was aimed at students. Debra will send them out to the steering committee
* KPU has hired a Scholarly Communications Librarian, so we may have another BCOEL member.
1. **Meeting Times:**
* The committee members stated that they would prefer using a Doodle poll to set up meetings rather than having a set meeting time. The next meeting will be between October 10th to 23rd .
	+ *Action*: Debra will send out a Doodle poll