**BCOEL Steering Committee Meeting Minutes**

June 14, 2021 1-2pm [via Zoom](https://langara.zoom.us/j/67255132006?pwd=Q2w2cDRxS0syZzExL2NCZm1SVjBrZz09)

**In attendance:** Lin Brander, Debra Flewelling, Roen Janyk**,** Karen Meijer-Klein, Donna Langille (notetaker), Darcye Lovsin**,** Urooj Nizami, Lindsay Tripp (chair), Hope Power, Martin Warkentin, Brenda Smith, Reba Ouimet

**Regrets:** Caroline Daniels, Ali de Haan**,** Erin Fields, Amanda Grey, Michel Castagné, Ksenia Cheinman, Elena Kuzmina, Rosario Passos, Melissa Smith, Chris Reimer

**Meeting Agenda**

1. **Welcome**
2. **Agenda: Changes and additions**
   * No changes or additions.
3. **Approval of the May 17, 2021 meeting minutes**

* Meeting minutes approved.

1. **Debrief: Pressbooks support at BC PSIs session (May 27, 2021) (All)**
   * Thanks to everyone who presented.
   * Recording is available through Langara media space.
2. ***Code of Best Practices in Fair Use for Open Educational Resources* (Martin)** 
   * Discussion regarding the [Code of Best Practices in Fair Use for Open Educational Resources](https://cmsimpact.org/code/open-educational-resources/) – 2021 (appendix 3 for fair dealing & Canadian perspective)
   * Framework for including/identifying copyrighted material in OER
   * CARL also published [Strengthening Canadian User Rights through Shared Understanding: Adapting the Codes of Best Practices in Fair Use for Canada](https://www.fairuseweek.org/strengthening-canadian-user-rights-through-shared-understanding-adapting-the-codes-of-best-practices-in-fair-use-for-canada/) – 2021
   * Item for future agenda: Possibly planning an Open Access Week event around Best Practices in Fair Use for Canada.
3. **Defining zero textbook cost (ZTC) classes (Lindsay)**

* Langara has been indicating in the book list tool when a course is zero textbook cost.
* Bookstore has questions about how to apply the ZTC label to courses where additional costs are rolled into tuition or optional printed materials (e.g., printed lab manual).
* Douglas has a LTC label (low-cost courses).
* OC defined ZTC in their recent OER/copyright survey as less than $30 when it involved something like an industry membership, not specifically tied to textbooks.
* KPU does not include cost of lab coats.
* ZTC means zero-textbook costs, not zero course cost.
* OC identifies courses where the students can get access to e-textbooks (unlimited users) through the Library as ZTC.

1. **Round table discussion**

* **KPU:** Finished round of grant funded projects.Completed asynchronous [copyright instructional video](https://media.kpu.ca/media/Copyright+Awareness+for+%28Online%29+Teaching+June+2021/0_k7z9cf1c/21734).
* Discussion about student preference for online versus in person instruction, fears of cheating with online classes, pushback against Proctorio and other proctoring software.
* Discussion about Proctorio and other proctoring software. Ian Linkletter’s fundraiser: <https://ca.gofundme.com/f/stand-against-proctorio>

1. **Adjournment** 
   * The next BCOEL Steering Committee meeting will take place in September 2021 with Donna as Chair and Darcye as Chair-Elect. Exact dates to come.