

COPPUL Collections Committee Meeting

March 16, 2011

Vancouver, BC

MINUTES

In attendance: Sandy Slade (COPPUL), Gwen Bird (Committee Chair/SFU), Denise Koufogiannakis (recorder/UAlberta), Meagan Bowler (Mount Royal U), Jill Crawley-Low (USask), Heather Empey (UNBC), Brenda Mathenia (ULethbridge), Susan Bruchet (Kwantlen), Kathryn Arbuckle (UAlberta), Alex Homanchuk (UWinnipeg), Lisa Petrachenko (UVic), Rosie Croft (Royal Roads), Patti Wilson (UFV), Barbara Nelke (URegina), Ted Goshulak (Trinity Western), Linda Burrige (Brandon), Donna Breyfogle (UManitoba), Andrew Waller (UCalgary), Tim Janewski (Kings), Jo Anne Newyear-Ramirez (UBC), Ken Cooley (UVic), Nancy Levesque (Thompson Rivers), Steve Schafer (Athabasca), Kat McGrath (UBC), Joy Kirchner (UBC), Gohar Ashoughian (UNBC); guest – Doug Brigham (UBC).

1. Introduction and welcome

- Gwen welcomed everyone and members of the group introduced themselves.

2. Ratification of revised committee terms of reference

- Gwen introduced the revised terms of reference for the Collections Committee, and called for discussion. In the ensuing discussion, the group made one slight amendment to point #5 so that it reads *print and/or digital preservation*. The group approved the terms of reference unanimously.

3. Review of COPPUL office and invoicing procedures

- Sandy reviewed some of the procedures in the COPPUL office. COPPUL is a small operation (1.5 FTE staff). Sandy (full-time director), Debbie Braun (0.25), Licensing Coordinator, who takes care of new offers to members and Consortia Canada renewals; and Kelly Carter (0.25), the bookkeeper, who sends out invoices. The next invoice will be the first advance invoice, dated in April.
- Renewals -- COPPUL does automatic renewals, so unless a member notifies Sandy that they want to cancel, COPPUL will automatically renew. COPPUL needs a minimum of 2 months notice for cancellations.
- Pricing model -- all pricing currently comes from the vendor rather than the use of an internal formula. Pricing is tiered, and with volume discounts.
- Philosopher's Index – the recent change from ProQuest to EBSCO was discussed in relation to process and future direction.
- Invoicing directly from vendors -- for centralized invoicing to happen, COPPUL often asks for an additional discount. Many vendors are happy to do the invoicing themselves, such as Cambridge and Emerald (approximately 1/4 of products on the website are billed directly from the vendor).
- Emerald – it was noted that the vendor is now coming to institutions directly and institutions have been asked to sign their own license.

- Action: Sandy will follow-up with this vendor.
- General reminder: keep Sandy in the loop on information from vendors that may affect the COPPUL group.
- Joining a subscription - Sandy sends out a 6 month reminder of upcoming renewals. Most pro-rated joins are billed directly by the vendor for the pro-rated period, and are then wrapped into the COPPUL renewal.
- Offers: 1) unsolicited offers -- Sandy bumps these back and tells the vendor to show there is interest; 2) companies we deal with that show there is member interest - Sandy will put out to the list to see if at least 3 members are interested. If so, COPPUL will follow-up.
 - General reminder: Members should put forward any products they would like to see COPPUL to pursue.
- HST -- COPPUL received a ruling from the Canada Revenue Agency that if the billing vendor charges tax to COPPUL, then COPPUL needs to pass on the amount to participating members. If a vendor does not charge tax, then COPPUL does not need to charge members but instead they have to self-assess. Given that the COPPUL office is in BC, vendors are required to charge 12% HST on invoices to the consortium. For members outside BC, COPPUL will charge 5% but it is noted as HST on the invoice. COPPUL will recover the difference from Canada Revenue Agency.

4. Last copy print preservation project update (Gohar Ashoughian)

- The project began in Nov 2008 with a task group that did initial exploration re: print preservation.
- At the last Director's meeting (Fall 2010), it was decided to form a strategic level group, and the Last Copy Preservation Steering Committee was established. There are three sub-groups: 1) business model group - will look at inter-institutional agreement; 2) technical services and technology group - will look at policy standards and best practices. 3) collections priorities group – will look at priorities and strategies for long term preservation.
- There will be a consultation process that will identify the best working model for COPPUL and establish a business model.
- Doug Brigham (UBC) outlined the proposed registry for last copy preservation and indicated that GODOT would be used as the discovery tool. The plan is to have a prototype ready for the next Director's meeting (Fall 2011).
- Institutions will need to expose their catalogue data in GODOT. Standards for the expression of holding statements will be important. Retention statements will be added to catalogue records by the institution keeping the print copy on behalf of COPPUL. Institutions will keep certain titles on behalf of the consortium in order to ensure there is a last copy within the region. The collections priorities group will identify collections to be worked on first. It will be a gradual process.

5. Collections priorities for last copy print preservation (Gwen Bird)

- This item stems from item #4 above. This group is charged with identifying priorities.

- Members of task group are: Kathryn Arbuckle, Jo Anne Newyear-Ramirez, Karen Adams, Ken Ladd, Gwen Bird (chair).
- The group is to come up with a long term strategy for how collections will be identified over time, and identify priorities for the short term.
- Priorities – initially, priorities will be based on the ability to free up space in our libraries. Other priorities such as preservation will be dealt with in the future.
- Gwen distributed a document based on the response by members to her email poll regarding priorities. Much discussion ensued and it was decided that our recommendation is to focus on ACS, eDuke, and IOP as test journal packages for the early work associated with this project, pending further investigation into the perpetual access language in each of these licenses. Alternate collections are Emerald, Oxford, Cambridge. The group would like to include at least one COPPUL license on the list of initial priorities.
- Next steps - enter into discussions with CRL (<http://www.crl.edu/archiving-preservation/print-archives/>) and WEST (<http://www.cdlib.org/services/collections/sharedprint/westinitiative.html>) about how we can link with their efforts, and how we can contribute. We will likely follow the WEST model.
- Summary -- Gwen will not poll the group again. Instead we will focus on small-mid-sized collections to get moving. ACS, IOP, eDuke. We need to look at perpetual access provisions, and how widely the suggested collections are held in COPPUL institutions. Alternates could be Oxford, Cambridge, Emerald. We need to have Directors sign off on the complete process and Doug's group needs to establish procedures. We need to put retention commitments in place, and once everything is ready and agreements have been signed, a message will go out to members that they can now discard. We need to then come up with a bigger picture strategy for our region.

6. CRKN Update (Joy Kirchner and Denise Koufogiannakis)

- Joy and Denise provided an update of current CRKN activities.
- Copies of the NRT revised terms of reference were distributed, and the role of the NRT representatives clarified. These terms of reference are posted publicly on the CRKN website.
- The current top priority is the renewal of the 2011 licenses, many of which are from the DCI project. Information has been sent out by CRKN about the timelines and process for these renewals.
- CRKN is forming a working group on perpetual access, which is a subgroup of the NRT. The objective of this group is to examine the issue of perpetual and post termination rights to ensure long-term access to CRKN licensed content for member institutions.
- CRKN has been working on serials management, so that link resolvers have the correct title lists for our CRKN packages.
- Communication from CRKN has improved greatly over the past year. There are now many channels of communication, including the LIM, newsletters, briefings following meetings, the Open-line discussions with the Director, and a mailing list for member communication is being planned.

- Joy and Denise answered a few specific questions, and also took feedback that will be communicated back to CRKN. In general, the collections committee was very pleased with the improved communications from the CRKN office.

7. Private LOCKSS Network update (Andrew Waller)

- Andrew provided an overview of the history of the group. Since the fall of 2009, the PLN has become a regular COPPUL initiative, with 9 COPPUL members currently participating. A person from each participating institution sits on the Steering Committee, which is Chaired by Andrew. There is also a technical committee, chaired by Mark Jordan.
- The purpose of the PLN is to preserve local content that is not being preserved elsewhere.
- Adding collections to be preserved requires plug-in development. ContentDM and Dspace are the Steering Committee's current priorities.
- Andrew noted that we need to determine the relationship with the COPPUL Digital Curation and Preservation Task Group as there is a fair amount of overlap
- There is a technical committee which is currently working on access issues
- Andrew noted there will be a PLN meeting (for all PLNs to talk) upcoming in Vancouver, in October 2011.

8. E-book Task Group update (JoAnne Newyear Ramirez)

- The e-book task group is currently working on 4 tasks as requested by the Directors:
 - Developing a licensing model for ebooks
 - Coordinating a regional collections policy for ebooks
 - Developing a policy and strategy for Canadiana e-book collections
 - Exploring LOCKSS as an ebook archiving solution – developing proposal/recommendations
 - Action: The group could use another member. If you are interested, please let Sandy know.

9. Committee ideas roundtable

- The group took some time to brainstorm ideas related to future collaborative work. The following points represent items that were suggested:
 - preservation strategies at your institution - anything COPPUL can do?
 - digitization strategies - sharing information?
 - ** use of statistics and assessment – the more information COPPUL institutions can collect on COPPUL products, the better
 - ** Scholarly communication? Anything COPPUL can do as a group? ARL just released new licensing language for retention of author rights (Joy will send). How much of these types of things should be manifest within the negotiation and licensing process in COPPUL. Collaboration regarding open access week -- webcast of speakers. Communication around copyright- share our materials?
 - Data curation
 - what other issues belong at the negotiation table?

- Of these topics, areas where the group had the most interest in working together were scholarly communication and use of statistics and assessment.

10. Strategy discussion for Nature call

- Sandy provided background and an overview of the situation with Nature.
- With changing representatives over the past year, COPPUL has received a few different scenarios for how this renewal might be priced and timed.

11. Teleconference with Nature

- Nature reps indicated that they do not have pricing for 2012 yet. Likely a 5% increase in our costs. They are open to bundles or individual title choice, depending upon what we want. This also holds true for the Palgrave content.
- Nature is open to a two year deal.
- Nature confirmed that we can swap titles of same value without penalizing the 3% increase.
- Lisa Vaccaro from Nature will send a variety of pricing structures for COPPUL to evaluate.
- All electronic subscriptions should go through COPPUL, not an agent. If we have print subscriptions that we want to cancel, we should let Lisa know and get them changed to electronic within the next couple of weeks.
- Questions were asked from members and discussion ensued, particularly about usage, cost-per-use, and different possibilities for pricing.
 - Action: Nature will send Sandy different pricing options for evaluation.
 - Action: If COPPUL members want to make changes to their subscriptions, they should let Sandy know as soon as possible.

12. Debriefing Nature discussion

- The group took some time to debrief following the Nature teleconference.
- Members indicated they are pleased that NPG is open to swapping titles, since some institutions are getting low usage from certain titles and thus paying high amounts when looked at per download.