**BCOEL Steering Committee Meeting Minutes**

May 16 2022 1-2pm via Zoom

Attendance: Donna Langille (Chair), Darcye Lovsin (Notetaker), Lin Brander,Caroline Korbel, Amanda Grey, Karen Meijer-Klein, Caroline Daniels, Gavin Hayes, Reba Ouimet, Erin Fields, Elena Kuzmina, Martin Warkentin, Hope Power, Urooj Nizami, Ali de Haan, Debra Flewelling,

Regrets: Lindsay (on leave), Roen Janyk (on leave), Brenda Smith, Ian Linkletter, Meagan Oliver

Guests: Lauri Aesoph, Cleire Lauron, Linda Woodcock

**Meeting Agenda**

1. **Welcome**
2. **Agenda: Changes and additions**
3. **Approval of the April 25, 2022 meeting minutes**
4. **Lauri Aesoph, Cleire Lauron, Linda Woodcock to join discussion on BC Open Textbook cataloguing project and creating MARC records for ancillary resources** 
   * Migrating open textbooks to new collection that includes open course materials
   * The question was how will MARC records be impacted?
   * Everything will live: <https://collection.bccampus.ca/>
     + This is the original site for open courses (moving open textbooks over so they are on the same site)
   * Current textbooks are here: <https://open.bccampus.ca/browse-our-collection/find-open-textbooks/>
   * Should be done within a month
   * Everything will be accessible on the current site still (for about a year)
   * BCcampus current site is also not changing
   * How will Marc records be impacted and how can they be improved?
     + Cleire from TRU oversees Marc records for BCcampus
     + Should MARC records be created for course packs?
       1. Course name
       2. Authors/creators of course materials
       3. Learning outcomes
       4. Educational level and subject area
       5. Type of license
       6. Key words (to help locate materials)
       7. Textbook the course aligns with
       8. What course code and subject the course lines up to
          1. What primary courses will this course transfer to in BC
       9. Edition (for textbook)
       10. Format type (for textbook)
   * Linda spearheaded the project to create MARC records for BC Open Textbooks in 2016
   * Two questions (BCOEL Members said yes to both):
     1. If they were to start adding course packs, ancillary resources, quizzes – is this something we feel is useful in institution’s library catalogue or are these only used by faculty who would not think to look in the catalogue for these types of items?
     2. If we have course packs specifically designed to work with a specific textbook, they could add a reference and link into the MARC for the textbook (instead of adding access separately).
   * Here is a link to the BCcampus collection of MARC records on BCELN (where you can download): <https://bceln.ca/services/resource-sharing/bc-open-textbook-marc-records>
   * No open education filter within library discovery layers so it would be hard to filter the content that is open education content. Some systems have an open content, but it pulls open articles not OER – UBC comment
     1. In the catalogue there are things that could be added to improve searching (for this collection). Discovery layers is more difficult
     2. Would need to have an element within this collection that allows institutions to create a filter for the BCcampus collection
   * Shouldn’t overlook the student use – when looking for supplementary materials, finding open textbooks in the collection can be very useful
   * New name for the collection: BC Open Collection
   * Will cross-reference if a course or textbook connect to each other
5. **Update from Lauri and BCcampus**
   * Now submitting to Library and Archives Canada a listing of BCcampus published open textbooks so they will have those on file
6. **BCOEL Logo Update (Donna)** 
   * Stay with the colourful BCOEL logo
   * **Action Item**: Donna send Amanda the file of the logo
     + Amanda to update BCOEL documents
7. **Course Marking/ZTC Event Update** 
   * Postponed to next meeting
8. **Co-Chair 2022/23**
   * If you’re interested in being co-chair for next year please email Donna
   * Includes taking meeting notes, hosting meetings when chair is unavailable, and supporting chair through projects
9. **Zero textbook icons (Elena)** 
   * What icon does everyone use when highlighting ZTC textbooks? Different institutions seem to use different icons
     + Elena is waiting for marketing to bring back logo suggestions
     + Suggestion for BCOEL to create or decide on a consistent logo – but worry that individual institution’s marketing departments would object
   * Confirming that everyone is using the zero textbook costs (ZTC) label
     + Yes
10. **Roundtable** 
    * Non-Con Update (BCIT) - just confirming people saw the updates
      + On Friday, June 3 in the morning (hybrid)
      + Presentations are 5 minutes
      + You can come and not do a presentation, but generally they ask people to do a quick presentation
    * COPULL Update – National framework for open education
      + Looking at different funding buckets for open education
      + Putting together a document that outlines three key areas that they would want to try to gain funding for open education
        1. Indigenous knowledge
        2. Language (French primarily)
        3. Infrastructure – repositories for national work in open education
      + Will be presented at a summit at York U
      + Also doing a research proposal on Indigenous communities and open education – to engage with Indigenous communities around open education
    * Congratulations to Elena for finishing the SPARC open education program!
11. **Adjournment** 
    * At 1:57 and next meeting on June 20th at 1:00pm