



**ARCA ADVISORY COMMITTEE  
MONDAY, FEBRUARY 25, 2019**

1:00 PM – 4:30 PM  
Via teleconference

Committee Members:	
Kathy Gaynor / TRU, Small Universities	Karen Meijer-Kline / KPU, Member-at-large
Gretchen Goertz, DC, Member -at-large	Todd Mundle / KPU, Regional Universities & Institutes (alternate)
April Haddad / JIBC, Urban Colleges	Debbie Schachter / CapU (Chair)
Paige Hohmann /DOH, UBC, Member-at-Large, non-BC ELN	Anita Cocchia / BC ELN
Chris Hurst / Brandon University, Member-at-Large, non-BC ELN	Brandon Weigel / Arca Admin Centre (recorder)

Regrets: Gregg Currie / Selkirk College, *Rural Colleges*; Kim Isaac / UFV, *Regional Universities & Institutes*

## Adoption of Agenda

The agenda was adopted as tabled.

### Service support fee recommendation

A. Cocchia presented a recommendation to maintain the 2019-20 Service Support Fee at \$5,000, with a plan to apply inflationary increases in future years. She noted that the service is doing very well financially, with a carryforward of ~\$10,000. Although infrastructure costs are increasing due to upcoming technical upgrades, revenues from increasing membership are sufficient to cover them. The Admin Centre is also keeping costs low by limiting its reliance on third-party support.

**MOTION:** To accept the recommendation of a \$5,000 service support fee for 2019-20.

Moved: G. Goertz. Seconded: C. Hurst.

The motion was carried unanimously.

## Action Planning priorities

D. Shachter guided the Committee through a discussion of the draft Purpose Statement created during November's Action Planning meeting:

*“Arca exists to create opportunities to share digital scholarship and heritage, and to build communities in BC and beyond; for access, discovery, and knowledge creation, with cost-effective, shared infrastructure.”*

The Committee overall expressed satisfaction with the statement. The question was raised whether “BC and beyond” might not be inclusive enough for members outside British Columbia, but C. Hurst, representing that group, found it satisfactory. The committee agreed overall, but noted that the statement may need to be revisited in the future depending on how far beyond BC Arca grows.

They also discussed the terms “access” and “discovery”. It was agreed that the meanings are different, and each is an important part of Arca's mission.

The Committee agreed on one amendment: to change “BC” to “British Columbia.”

**Motion:** To adopt the amended purpose statement:

*“Arca exists to create opportunities to share digital scholarship and heritage, and to build communities in British Columbia and beyond; for access, discovery, and knowledge creation, with cost-effective, shared infrastructure.”*

Moved: G. Goertz. Second: C. Hurst.

The motion was carried unanimously.

B. Weigel then outlined the top priorities identified at the Action Planning meeting, and the steps that the Admin Centre has taken thus far to address them.

#### **Explore ways of supporting new kinds of content:**

In response to repeated requests from Arca admins and Advisory Committee members for streaming video support, the Admin Centre has launched a new solution pack: Islandora Remote Media. With this module, sites can create Islandora objects that represent files hosted remotely, and embed them within Arca so that users can stream them from the remote server.

Any object with embed code - such as Kaltura, McIntyre Streaming Service, Youtube, SoundCloud, or books from the Internet Archive - can be represented with the Remote Media content model.

The module has been well received by Arca admins, and the promise of support for externally-hosted streaming video has proven attractive to prospective sites as well.

The Committee expressed their thanks for the creation of this new capability.

#### **Operationalize the COPPUL preservation service:**

The Admin Centre has begun work on the Islandora preservation module, and it is progressing well. Basic functionality within Islandora has been completed, and work is now focused on more advanced features. A test WestVault account and API information have been requested from COPPUL for the next stages of development. COPPUL has offered \$3,000 to BC ELN to support this work. A Letter of Understanding is being written to formalize this relationship.

### **Admin Centre Update**

B. Weigel provided an update on some of the Admin Centre's other activities:

- The CAPER-BC child site has been created. CAPER-BC staff are working on setting up the site and ingesting content. Once they have settled into their new site, discussions will begin about identifying and implementing accessibility improvements to benefit all of Arca.
- Work on the three-server infrastructure upgrade is progressing. Delays were encountered due to very tight security on the new servers, but the initial test migration is complete and the new environment is being configured and tested. Once the configuration is optimized, discoverygarden will perform a final data sync, and the migration will be complete.
- The Genre term standardization project is complete. Arca admins have agreed to use two vocabularies for Genre terms: MARC genre terms, and the Art and Architecture Thesaurus. All objects in Arca with genres noted - over 26,800 metadata records - have been updated with authoritative terms and authority attributes. All shared ingest forms have been similarly updated.

Committee members thanked the Admin Centre for coordinating and accommodating the diverse needs of Arca's diverse membership.

### Next meeting

The next meeting will take place in late April or May, using Blackboard Collaborate. The Admin Centre will send a Doodle poll and instructions for participating in the online meeting.