



**ARCA ADVISORY COMMITTEE
THURSDAY, MAY 19, 2016**

1:00 PM – 2:00 PM

Via teleconference

Committee Members:

Attending	
Caroline Daniels / KPU / DLTG Chair / BC PDL Chair (Guest)	Elizabeth Padilla / BCIT
April Haddad / JIBC	Debbie Schachter / DC (Chair)
Kim Isaac / UFV	Anita Cocchia / BC ELN
Brenda Mathenia / TRU	Sunni Nishimura / BC ELN (Recorder)

Regrets: James Rout / BCIT; Shahida Rashid / COTR; Don Taylor / SFU

Minutes

1. Adoption of agenda

Agenda was adopted with no changes.

1. Provincial Digital Library (PDL) Update

D. Schachter provided an update on the Provincial Digital Library initiative. Since the last meeting, a PDL technical subcommittee was formed, and the May 10th PDL Symposium was held. 115 representatives from many sectors attended the Symposium, including representatives from 21 post-secondary institutions, from 20 public libraries, as well as attendees from museums, archives, Library and Archives Canada, and the Ministries of Education and Advanced Education. The meeting began with a presentation from Loren Fantin from Ontario's OurDigitalWorld. This was followed by an analysis of existing digital libraries such as the Digital Public Library of America, Europeana, and Australia's Trove. Afternoon breakout sessions were held to discuss Governance and Technology. A report will be issued before the summer.

The Symposium was followed by a presentation about PDL activities to-date at the BC Library Conference. The session was well attended by both the post-secondary and public library sectors, and generated lots of questions and discussion.

Both events reinforced the level of optimism and excitement in the Province around the concept.

2. Discovery Layer Task Group (DLTG) Update

C. Daniels provided a Discovery Layer Task Group (DLTG) update, and brought forward a Task Group recommendation. The DLTG was tasked with delivering a recommendation on a discovery layer solution to search across Arca repositories as well as other BC post-secondary repositories (e.g. UBC, UVic, SFU, etc.). After developing a set of use cases and performing an environmental scan, the task group finalized a set of functional requirements. Since the discovery layer was proposed by government as foundational to the Provincial

Digital Library, the task group agreed early on that an open source solution was a requirement, to ensure interoperability with the PDL. The functional requirements were shared with discoverygarden, our current vendor, for their comments on feasibility.

The response from discoverygarden revealed that an Islandora discovery layer solution scalable to the provincial level would not be easily implemented at a reasonable cost. Given that the PDL initiative is moving along faster than anticipated, the task group determined that any further energy should be put towards the larger solution rather than an Arca-specific one. The recommendation from the Discovery Layer Task Group was as follows:

RECOMMENDATION: The Discovery Layer Task Group recommends that any further effort be put towards working collaboratively on a Provincial Digital Library platform solution, rather than a discovery layer solution specific to Arca.

The Advisory Committee discussed the recommendation. Support of the recommendation was expressed as it showed fiscal responsibility by not wasting effort on duplication or a small-scale solution. It was noted that the work of the DLTG will be of great value in the provincial context.

MOTION: To approve the Discovery Layer Task Group's recommendation to direct any further effort towards working collaboratively on a Provincial Digital Library platform solution, rather than a discovery layer solution specific to Arca.

Moved: B. Mathenia Seconded: K. Isaac

The motion was carried unanimously.

NOTE: This motion was further discussed at a special meeting of the Advisory Committee; see minutes of July 25, 2016 Arca Advisory Committee meeting.

The Advisory Committee expressed its thanks to the Discovery Layer Task Group for their time, effort and responsible decision-making.

ACTION: The Advisory Committee will issue a formal thank you to the DLTG group.

ACTION: The BC ELN Office will pass along this information to Ministry in the next regular update.

3. 2016/2017 Expenditure Plan

A. Cocchia brought forward the Arca 2016/17 Expenditure Plan. She noted that in past years the Arca budget has not been broken out as a separate entity in the BC ELN budget, but beginning with 2016/17 it will appear as its own section, similar to the way the AskAway and WriteAway budgets are handled. There was nothing of note in the expenditure plan besides the expected carryforward, which reflects the amount associated with the development of the discovery layer.

MOTION: To approve the Arca 2016/17 Expenditure Plan.

Moved: K. Isaac Seconded: E. Padilla

The motion was carried unanimously.

4. COPPUL/BC ELN Letter of Intent: Recommendation

S. Nishimura reminded the Committee about the proposed partnership discussed last meeting between BC ELN and its sister consortium the Council of Prairie and Pacific University Libraries (COPPUL). The Committee discussed the draft Letter of Intent (LOI) in

the agenda package. It was noted that, as the Digital Preservation Network (DPN) is currently in development, the LOI states that COPPUL participants will be invited to join Arca in Fall 2016, and Arca participants will be invited to join the DPN in Fall of 2017.

D. Schachter indicated that if the Committee approved the LOI, they would then bring a recommendation to endorse the LOI forward to the BC ELN Steering Committee.

The Committee agreed to the following recommendation:

RECOMMENDATION: The Arca Advisory Committee recommends that the BC ELN Steering Committee endorse the Letter of Intent between BC ELN and COPPUL.

MOTION: To approve the recommendation on the BC ELN - COPPUL Letter of Intent.

Moved: B. Mathenia Seconded: A. Haddad

ACTION: D. Schachter will bring the recommendation forward to the BC ELN Steering Committee at the May 30, 2016 meeting.

5. Arca Benefits & Responsibilities for BC ELN Partner Libraries: Approval

S. Nishimura presented the final version of the Arca Benefits & Responsibilities for BC ELN Partner Libraries.

MOTION: To approve the Arca Benefits & Responsibilities for BC ELN Partner Libraries.

Moved: B. Mathenia Seconded: E. Padilla

ACTION: The Arca Benefits & Responsibilities will be posted to the BC ELN website.

S. Nishimura asked for any input/ideas about Benefits & Responsibilities for Non-BC ELN Partners (e.g. COPPUL libraries, public libraries, etc.). Committee members should forward any ideas to the Admin Centre.

ACTION: The Admin Centre will draft Benefits & Responsibilities for Non-BC ELN Partners for the next Committee meeting.

6. Admin Centre Update

S. Nishimura provided an update on Arca. Highlights included:

- Arca now contains over 8000 objects in 78 collections
- Capilano University has joined Arca as of April 1, and Northwest Community College have committed to joining Arca in September 2016. This will bring the total number of participating sites to 12.
- The growing number of participants underlines the need to begin developing a cost-sharing model and an Advisory Committee structure that better reflects the diversity of participating sites.
- discoverygarden is working on a quote for the storage usage-reporting tool, critical for understanding how sites are utilising the available storage.
- The Admin Centre has offered 5 'Arca Hour' webinars on a variety of topics, including Google Analytics, customising institutional interfaces, and implementing a self-submission workflow.
- S. Nishimura presented about Arca at a BC Library Conference panel session on May 12, 2016 entitled "Islandora Done Three Ways: Reflections on migrating digital content and building a provincial-wide network of digital repositories". The session was well

attended by folks from both the post-secondary and public library sectors, and generated social media attention and discussion.

E. Padilla suggested that impact stories from early adopters be captured for communications purposes and a half-day preconference session on Arca at the next BC Library Conference.

ACTION: The Admin Centre will develop a way to capture Arca stories e.g. webform, with reminders to submit throughout the year to Arca participants.

7. New Business - No new business.

8. Next Meeting

The Committee agreed to cancel the regularly scheduled July 21 and August 18, 2016 meetings due to vacation conflicts. The next meeting will be September 15, 2016.