

**BC IR NETWORK ADVISORY COMMITTEE
THURSDAY, FEBRUARY 12, 2015**

Committee Members:

Attending	
April Haddad / Justice Institute of BC	Debbie Schachter / Douglas College
Kim Isaac / University of the Fraser Valley	Don Taylor / Simon Fraser University
Brenda Mathenia / TRU	
Elizabeth Padilla / BCIT	Anita Cocchia / BC ELN
Shahida Rashid / College of the Rockies	Sunni Nishimura / BC ELN
James Rout / Emily Carr University of Art + Design	Brandon Weigel / BC ELN (Recorder)

Minutes

1. Adoption of agenda

The agenda was adopted informally.

2. Software Selection Committee Recommendation

The Committee reviewed the Software Selection Committee's recommendation: to adopt Islandora, supported and hosted in Canada by discoverygarden, as the platform for the BC IR Network.

The Committee first heard an overview of the Software Selection Committee (SSC)'s background:

- Formed in October 2014, to evaluate and recommend a software platform for the BC IR Network
- Tasked with submitting a recommendation by early 2015
- Members are Gilbert Bede (Okanagan College), Kathy Gaynor (TRU), Emma Lawson (Langara College), Elizabeth Padilla (BCIT), and Brenda Philip (UFV)

The Chair of the SSC described the SSC's selection process and presented their final recommendation.

SSC Process

- Finalized platform functional requirements
- Performed an environmental scan to form a product/vendor longlist
- Arranged demonstrations from institutions with existing IR installations, covering all the most prominent platforms
- Issued an RFQ
- Developed a scoring system for evaluating RFQ responses
- Created a shortlist of four candidates based on viable RFQ responses

- Arranged demos from shortlisted vendors for the broader community, and collected feedback from attendees

Scoring process

- Focused on functional requirements, pricing, and references
- Functional requirements grouped into weighted categories
- Members submitted their own scores for each platform/vendor. These were averaged for a Committee score
- The Pricing & Recommendation committee (D. Schachter and A. Cocchia) scored each platform according to their pricing options and the quality of their references. Their scores were added to the final tally

Results

The Committee unanimously agreed that Islandora, supported and hosted in Canada by discoverygarden, is the preferred solution. Feedback from the community demos was aligned with the Committee's results.

[An in-camera discussion took place regarding the details of the products and the selection process.]

The Advisory Committee thanked the SSC for the excellent work they produced in a short time.

3. MOTION: To endorse Islandora, supported and hosted in Canada by discoverygarden, as the platform for the BC IR Network.

MOVED: J. Rout

SECONDED: K. Isaac

OPPOSED: None

ABSTAINING: None

IN FAVOR: All

The motion was passed unanimously.

4. Next steps

The recommendation will be brought to the BC ELN Steering Committee for endorsement. A vote will be held electronically as follows:

- Details of the recommendation will be shared with the Steering Committee
- An electronic voting tool will be used to collect Steering Committee votes
- If Steering Committee votes in favour, the BC ELN Office will begin negotiations with discoverygarden
- Once an agreement is made with discoverygarden, the unsuccessful respondents will be contacted

The vote is expected to take place in the next week.

ACTION: Submit the recommendation document, with contextual detail, to the Steering Committee

ACTION: Create a voting tool to collect Steering Committee Votes

ACTION: Once vote is complete, communicate results to Steering Committee

5. Next meeting

The next standing Committee meeting date is March 19, 2015, from 1:00 - 2:30 PM.