

3:00-3:30pm
Teleconference

Committee Members:	
Lyn Benn, Member-at-large (KPU)	Nancy Squair, Member-at-large (DC)
Amanda Goldrick-Jones, Member-at-large (SFU)	Sara Wolfe, Small and Regional Universities Representative (TRU)
Julie Mitchell, Chair/Medium and Large Universities Representative (UBC)	Anita Cocchia, BC ELN
	Megan Robertson, WriteAway Admin Centre

1. Adoption of Agenda

The agenda was adopted as tabled.

2. WriteAway Software Review Subcommittee Recommendation

J. Mitchell thanked the members of the Subcommittee and asked the WriteAway Admin Centre to summarize and report on the recommendation document. M. Robertson summarized the recommendation and provided context for the decision-making process.

The committee discussed the benefits of approving the Subcommittee's recommendation to select Springshare's LibAnswers as WriteAway's platform. The committee offered suggestions to the tentative proposed timeline that accompanied the Subcommittee's recommendation. The WriteAway Admin Centre will move to incorporate these suggestions to facilitate the transition to a new platform.

MOTION: To endorse the WriteAway Software Review Subcommittee's recommendation of Springshare's LibAnswers as WriteAway's software beginning January 2019.

Moved: L. Benn

Seconded. N. Squair

Motion carried unanimously.

3. New Business

There was no new business.

4. Next Meeting

The WriteAway Advisory Committee will look to schedule a meeting early in 2019. The WriteAway Admin Centre will circulate scheduling information in advance of the next meeting.