



Council of Atlantic  
University Libraries  
Conseil des bibliothèques  
universitaires de l'Atlantique

**CAUL-CBUA Manager's Report**  
prepared for the  
**Board of Directors Fall 2016 Meeting**  
Cynthia Holt  
October 17, 2016

## 2016-17 Meetings

### *Fall Meeting*

Location: NSCC IT Campus, Halifax, NS

Date: October 17, 2016

### *Winter Meeting*

Location: Acadia University, Wolfville, NS

Date: February 16, 2017 (Tentative Date - To Be Confirmed)

### *Spring Meeting*

Location: University of Prince Edward Island, Charlottetown, PEI

Date: May 23, 2017

## Digital Licensing

### Offers

- ProQuest Central – College of the North Atlantic, Mount Allison University, Memorial University of Newfoundland, and the Nova Scotia Community College all subscribed, resulting in cancellation of their CAUL-CBUA subscriptions to ABI Global, Research Library, and CBCA Complete.
- ProQuest for the Academic Complete ebook package tiered offer – Memorial University of Newfoundland and the University of Prince Edward Island subscribed.
- Philosopher's Index and Philosopher's Index with Fulltext (EBSCO) – Cape Breton University and Mount Saint Vincent University subscribed to Philosopher's Index (changed providers from ProQuest). No subscribers for the fulltext version.
- ProQuest Philosophy Collection – No subscribers for this Collection.
- ACLS HEB – Dalhousie University and Saint Mary's University subscribed.
- Gale – Met with Gale representative to discuss a one-time purchase offer for all Gale primary document collections similar to one purchased by the BC Electronic Library Network (BC ELN - <http://pointstothepast.ca/>) and in the process of being purchased by The Alberta Library (TAL). The offer pricing (USD\$820,242 or a 4-year payment plan of USD\$205,061 per year) is based on

the collections not already owned by each member already owning at least one Gale primary document collection. The deal would provide access to all Gale primary document collections on a geo-IP basis for everyone in the Atlantic region, not just CAUL-CBUA members.

Gale is also offering an exchange rate variation protection. The initial offer was protection if there is a 10 cent variation in the exchange rate from the rate paid in the first year and I've requested it be lowered to 5 cents. This variation protection would be relevant in the 4-year payment plan.

Potential partners are provincial departments of education, public library systems, and portions of provincial budgets designated for e-resource services on First Nations reserves (per the TAL model). MARC records would be provided by Gale. More details are available in the supporting documentation included in the meeting package.

### **Licence Negotiation**

- Negotiated licence revisions to the Engineering Village-Compendex to include:
  - removal of the auto-renewal clause and requirement to provide ninety (90) days notice if not renewing
  - removal of reference to renewal at the "current standard Elsevier price increase"
  - vendor refused to remove limitation on liability
  - corrected IP ranges and address information
  - vendor refused to remove the non-disclosure clause. I will re-visit this in next year's negotiation.
- Negotiated licence revisions to the ProQuest to include:
  - expansion of definition of authorized site beyond the member's "principal" locations
  - removal of exclusion on staff at academic bookstores at member institutions as authorized users
  - clarified ILL usage to reference fair dealing, instead of the term "small"
  - change of governing law to be the laws of Canada
  - inclusion of Canada in reference to fair use and fair dealing (was only the United States and England)
  - clarification of "minimal, insubstantial" in reference to scholarly sharing
  - removal of restriction on sharing data about member holdings
  - vendor refused to enable data and text mining, even through a "seek permission" clause. I will re-visit this in next year's negotiation.
- Negotiating licences with the APA (PsycINFO and PsycARTICLES), CEDROM-SNi (Eureka.cc), AAAS (Science, Science Signaling, Science Translational Medicine), and Annual Reviews.
- Non-Disclosure Agreements (NDAs) – In reviewing our e-resource licences, I've noticed that a few have Non-Disclosure Agreements, which I understand was discussed in the past by the Board. In the most recent case, the vendor's comment was to the effect that they we're giving us such a great deal, they didn't wish others to know about it. We include the idea in our Licencing Checklist that we shouldn't accept NDAs, but the question is, how far are we prepared to go to have it removed? Are we prepared to walk away from the deal? Also, do any of our member institutions have an institutional or provincial policy/legal restriction on NDAs in licences/contracts?
- Met with representatives from DeMarque about the licence for Le Grand Robert. In working through the French version of the licence, it became quite clear to all of us that the licence terms were very outdated and needed a major revision. We've agreed to work together starting

in January 2017 to develop a brand new bilingual licence using the CRKN model licence language as a template.

### Subscription Renewals Update

- Completed – AccessScience, MLA International, Research Library, ASFA, ABI Global, America History & Life, Historical Abstracts, Art Index, CINAHL, ERIC, LGBT Life, SPORTDiscus, ATLA/ATLAS, Mango Languages, OUP products, Philosopher’s Index, Science, Science Signaling, Science Translational Medicine, EconLit, PsycINFO, PsycARTICLES, Curio.ca, Engineering Village-Compendex, CPI.Q, Criterion on Demand, Biological Abstracts, BIOSIS Citation Index, IEEE/IET Electronic Library, GeoScienceWorld, Annual Reviews (Economics Collection and Sciences Collection), and Project Muse.
- In Process – eHRAF Archaeology, eHRAF World Cultures
- Not Yet Started
  - December 31<sup>st</sup> Expiry – CIRC: Canada Info Desk, Historical Newspapers, Lexis Nexis Academic, Lexis Nexis QuickLaw, NFB Campus, OUR, and the Duke E-Journals
  - March 31<sup>st</sup> Expiry – Le Grand Robert

2016 Manager Negotiations					
Product	Vendor	Initial Price	Initial Increase	Final Price	Final Increase
BIOSIS Citation Index	Thomson	\$24,803.00	1%	\$24,803.00	1%
Biological Abstracts (BIOSIS)	Thomson	\$59,251.00	1%	\$59,251.00	1%
WorldCat Discovery Service / FirstSearch	OCLC	\$48,219.00	3.00%	\$48,219.00	3.00%
Eureka.cc	CEDROM	\$83,034.98	2.29%	\$82,801.23	2.00%
Mango Languages	Mango Languages	\$12,144.16	3.00%	\$12,144.16	3.00%
Annual Reviews - Economics Collection	Annual Reviews	\$1,305.00	4.80%	\$1,305.00	4.80%
Annual Reviews - Sciences Collection	Annual Reviews	\$26,220.00	7.40%	\$26,220.00	7.40%
AccessScience	McGraw-Hill	\$7,803.88	6.00%	\$7,509.39	2.00%
CANSIM & Census	CHASS/UofT	\$10,344.29	3.00%	\$10,344.29	3.00%
Trade Analyser	CHASS/UofT	\$516.64	3.00%	\$516.64	3.00%
CFMRC	CHASS/UofT	\$130.29	3.00%	\$130.29	3.00%
SDA @ CHASS	CHASS/UofT	\$3,223.38	3.00%	\$3,223.38	3.00%
Engineering Village - Compendex	EI/Elsevier	\$48,262.00	6%	\$46,896.00	3%
IEEE/IET Electronic Library (IEL)	IEEE	\$374,214.60	4.80%	\$371,250.00	4.00%
Science (includes up to three titles)	AAAS	\$49,592.00	4.00%	\$47,152.40	-1.00%
Science Signaling	AAAS	\$6,230.00	2.00%	\$6,230.00	2.00%
Science Translational Medicine	AAAS	\$6,490.00	3.00%	\$6,490.00	3.00%
<b>ProQuest-owned</b>					
ABI Global	ProQuest	\$108,207.64	2.00%	\$100,382.00	0.00%
CBCA	ProQuest	\$136,383.57	2.00%	\$133,709.40	0.00%

PAIS	ProQuest	\$14,911.58	2.00%	\$14,619.19	0.00%
ProQuest Academic Complete	ProQuest			\$24,870.00	NEW
ProQuest Central	ProQuest			\$133,657.00	NEW
Research Library	ProQuest	\$43,902.84	2.00%	\$43,042.00	0.00%
RefWorks	ProQuest	\$96,945.00	2.5% (1 yr) 1% (3-yr)	\$96,826.00	1.5% (1 yr) 1% (3-yr)
Sociological Abstracts	ProQuest	\$24,547.32	2.00%	\$24,066.00	0.00%
Ulrichsweb	ProQuest	\$12,080.00	3.40%	\$11,680.00	0.00%
<b>ProQuest-hosted (publisher decides price)</b>					
ASFA	ProQuest	\$35,800.00	3.30%	\$35,684.00	3.00%
GeoRef	ProQuest	\$19,280.00	4.2%-4.4%	\$18,838.00	2.00%
Philosopher's Index	ProQuest	\$14,993.00	4.3%-4.7%	\$14,276.00	3.50%
Politics Collection	ProQuest	\$11,091.48	2.00%	\$10,982.74	1.00%
<b>Ebsco-owned</b>					
Academic ebook Collection	Ebsco	\$3,332.00	-3.00%	\$3,267.00	-5.00%
America History & Life	Ebsco	\$68,789.82	2.00%	\$67,441.00	0.00%
Art Index	Ebsco	\$5,712.00	2.00%	\$5,600.00	0.00%
CINAHL Fulltext	Ebsco	\$14,896.08	2.00%	\$14,604.00	0.00%
CINAHL Complete	Ebsco	\$26,426.16	2.00%	\$25,908.00	0.00%
ERIC	Ebsco	\$4,133.04	2.00%	\$4,052.00	0.00%
Historical Abstracts	Ebsco	\$63,779.58	2.00%	\$62,529.00	0.00%
Historical Abstracts with full-text	Ebsco	\$10,025.58	2.00%	\$9,829.00	0.00%
LGBT Life with full-text	Ebsco	\$3,712.80	2.00%	\$3,640.00	0.00%
SPORTDiscus	Ebsco	\$7,876.44	2.00%	\$7,722.00	0.00%
SPORTDiscus with full-text	Ebsco	\$15,025.28	2.00%	\$14,730.67	0.00%
<b>Ebsco-hosted (publisher decides price)</b>					
ATLA	Ebsco	\$7,327.00	3.00%	\$7,327.00	3.00%
ATLAS	Ebsco	\$23,867.00	3.00%	\$23,867.00	3.00%
Econlit	Ebsco	\$18,630.64	3.00%	\$18,449.76	2.00%
Econlit with full-text	Ebsco	\$2,455.52	3.00%	\$2,431.68	2.00%
MLA	Ebsco	\$70,341.00	3.00%	\$67,258.00	2.00%
Philosopher's Index	Ebsco			\$2,872.00	NEW
PsycARTICLES	Ebsco	\$144,192.79	3.00%	\$144,192.79	3.00%
PsycINFO	Ebsco	\$127,384.22	3.00%	\$127,384.22	3.00%
<b>Total</b>		<b>\$1,813,779.60</b>		<b>\$1,793,456.71*</b>	

\* Note that NEW products in 2016-17 are not included in the totals as this would skew the numbers

## Projects

### **Atlantic Health Knowledge Partnership (formerly the Atlantic Virtual Health Library)**

- Met with representatives from the Nova Scotia Health Authority (NSHA) and librarians from Dalhousie University's Kellogg Library on October 5<sup>th</sup> to discuss the concept of an Atlantic region shared licencing arrangement for health related e-resources for health practitioners, employees, students, faculty, and researchers. Agreement was reached as to identifying partners in NB, PEI, and NL to explore interest in the Partnership on a regional scale. I am in the process of contacting them. The consensus is that the partnership would be a much more focused, and scaled back, initiative from the original "Nova Scotia Virtual Health Library (NSVHL) Business Case and Plan Report" presented in 2013. The initial focus will be on licencing CINAHL Complete and the Cochrane Library. The Cochrane Library is currently licenced for DAL, MSVU, StFX, CBU, the NSHA, and public library patrons in NS. This licence is managed by Dalhousie University Libraries.

### **Canadian University Reciprocal Borrowing Agreement (CURBA)**

- Successfully worked with BCI, OCUL, and COPPUL to include NSCC, Holland College, and the College of the North Atlantic as participating libraries in CURBA (CAUL-CBUA Cards).

### **Website Updates**

- Modified web product pages to include exchange rate, fiscal year, and currency info, as well as links to vendor licences, institutional pricing breakdowns for each product, and a link to a quick guide to licence terms for all resources.
- In the process of populating a "quick guide" to licence terms to be linked from product pages.
- Updated document delivery information such as CURBA participants, document delivery contacts, and modified page displays to add additional field information where needed.
- Working to better understand Drupal and the structure of the CAUL-CBUA website.

### **Office 365 Implementation**

- Migrated the caul-cbua.ca domain name from UPEI to CAUL-CBUA ownership.
- Working with NS Higher Education Shared Services (HISS) to develop a migration plan for a potential move from the Google platform to Office 365.
  - Consolidated Google drive contents from the Manager account and Kathryn Reddy's account into one account and am reviewing folder and document permissions in preparation for the migration. Also comparing files on Google Drive to those on laptop hard drive to eliminate duplication and assess copy of record.
  - Accessed Kathryn Reddy and Gillian Byrne's email accounts to review emails to determine what needs to be migrated.
  - Recreating Google Forms in the Office 365 environment, particularly those that are linked from the website.
- Subscribed to Skype for Business through CAUL-CBUA's instance of Office 365 and am testing it for use in upcoming meetings.
- Working with Amy Lorencz and Pam Maher to test the Skype for Business meeting environment and finalized the "Best Practice document for Animating Meetings at a Distance" guidelines for virtual/hybrid meetings.

### **Newsletter**

- Published June edition of the Newsletter with addition of a “Did You Know” section.
- Working on next edition with Laura Langdon from Mount Allison University to include a member profiles section.

### **Cellphone**

- Signed on to a 2-year deal Employee Purchase Plan under a deal negotiated by (NS Higher Education Shared Services) HISS for cellphone service through Telus, resulting in a \$16/month reduction in cellphone costs for CAUL-CBUA.

### **Procedures for Committees and Terms of Reference**

- Finalized Procedures for Committees document that was approved by the Board and is now available on the website.
- Finalized Committee Terms of Reference template for Board approval.
- Finalized Government Information Committee Terms of Reference for Board approval.
- Working with all committees to revise their terms of reference to incorporate the concepts embodied in the Procedures document.

### **Site Visits**

- Visited all member institutions except Mount Saint Vincent University (to be re-scheduled due to illness), St. Francis Xavier University (October 28<sup>th</sup>), Memorial University of Newfoundland (October 24<sup>th</sup>), and the College of the North Atlantic (October 25<sup>th</sup>).

### **ILL/Document Delivery RFI**

- In conjunction with Joe Wickens, developed a Working Group Plan for development, dissemination, and analysis of an ILL/Document delivery RFI. Once approved by the Executive, we will recruit one other member for the Working Group and begin the process.

### **Future Projects**

- CAUL-CBUA Strategic Plan 2017-2019
- Member needs assessment
- ILL/Document delivery RFI
- Atlantic Health Knowledge Partnership (AHKP – formerly AVHL) development
- Populating quick guide to licence terms
- Office 365 – Possible migration to this working environment from Google

## **Committees (updates not covered elsewhere on agenda)**

The Document Delivery Group moved at their AGM to reciprocate the University of Alberta’s offer to not charge CAUL-CBUA members for non-returnables. This motion was discussed within the Executive Committee, with the result that the Executive has revised the motion and forwarded it to the Board with its full recommendation for approval. The text of the motion, for consideration by the Board, is below:

### **Motion**

Given the generous announcement by the University of Alberta Libraries on May 26, 2016, that they were extending reciprocal interlibrary loan / document delivery privileges to all COPPUL/OCUL/CAUL-CBUA/BCI member institutions at no charge for non-returnables effective July 1, 2016, the CAUL-CBUA Executive Committee recommends to the CAUL-CBUA Board of

Directors that CAUL-CBUA member institutions amend their ILL/document delivery fees to extend reciprocal ILL/document delivery privileges to the University of Alberta Libraries, and participating NEOS member institutions, at no charge for non-returnables.

## Conferences & Sponsorship

### **ABC Copyright Conference 2016**

Conference successfully concluded with a surplus of \$8,545.02 to pass on to the 2017 organizing committee.

**CRKN AGM** – CAUL-CBUA is sponsoring the CRKN AGM All-Delegate Welcome Reception on October 18<sup>th</sup> at Dalhousie University.

**Access Conference** – Created a high-resolution version of the CAUL-CBUA logo for use in print media and situations where a web-optimized version is not suitable.

## ISI Updates

- Cynthia Magdy at ISI secured preferred rates for currency exchange with our bank (25-30 points lower than posted, i.e. 0.0025-0.0030 lower than previously).
- Worked with Cynthia Magdy to re-design the member invoice spreadsheet attachment to provide the USD price, the exchange rate used, and the final price in CAD for e-resources originally billed in USD. This new format will debut with the 1<sup>st</sup> reconciliation invoice in October.