Minutes of the meeting to be held on Tuesday 8 November 2016
at 10a.m. in L009

Present: Deborah Fitchett(Facilitator) Fiona Taylor
Erin Skinner Iain Winslade
Damian Lodge Liz Wright
Lyndsay Ainsworth Karaitiana Taiuru
Glennis Hilston (Minutes) Hazel Gatehouse

Apologies: Mary Cosson, Jacqueline Bowring, Timothy Curran, Paul Mathews, Danyon Thomas, Stuart Reilly, Ian Wagstaff and David Simmons

Minute of previous meeting: 19 September 2016
Approved. Deborah to put a copy on website.

1. Matters Arising

1.1 (2) Open Access Policy review
Karaitiana did send through the details to Deborah of the global email list which goes to all Maori staff.

1.2 APC Report
Deborah tabled that Mary’s report that was attached to the Agenda. The committee meets again this week.

Deborah reported on the number of items that have been put into Simpletic for each Faculty. In the ‘No’ column is where researchers have not granted a licence to research archive yet. The non-highlighted columns are the breakdown of items where researchers have provided a licence and uploaded the full text. This then breaks down into the ones we are still reviewing and the ones which are live. Compared to the report of a couple of months ago there is a substantial difference and improvement between that report and what is now live and also with those who have deposited and granted a licence.

2. Two files created by other institutions for Open Access Week:
     (APC factsheet)
   - https://aoasg.files.wordpress.com/2013/12/160803-open-access-graphic.pdf
     (about OA journal publishing)

Deborah reported that Open Access Week happened uneventfully for us. After it had happened the Australasian Open Access Strategy Group (AOASG) sent out a summary newsletter and what was of interest was the handouts above.
Deborah asked if they looked like they would be good to share around the university to give an outline of publishing in open access journals, high bred journals or institutional depository. It talks through these subjects in a good clear way.
The meeting thought it was a good idea to have these available. It was suggested that:
   - A link to them be put in the Friday updates.
   - Bite size pieces of information be fed out in the newsletters without the link.
   - Putting links in the HUB on the Equella site.
Deborah wasn’t sure whether they would work as well out of context.

Lyndsay suggested doing it as a series week by week.

Hazel suggested putting the links to both of them in first and then each week refer to parts.

**Action:**
Deborah to send an intro and the links to the Faculty’s and Departments to include in their Friday updates and then break up subsequent weeks into components.

**Action:**
Karaitiana to put links to the APC handouts on the Equella site.

**Action:**
Deborah to share the APC handouts with Mary, Roger and David.

3. [https://oadoi.org/](https://oadoi.org/) if you plug in a DOI, looks for (legal) open access versions e.g. preprint deposited by an author in an institutional repository

Deborah expressed her like for this website. Instead of going to the official publisher’s version it will first look for legal open access versions. Deborah has done some testing with items that are in our research depository and it works well. She has also done some testing in LibrarySearch. Whenever we don’t have access to an item which does have a DOI she has put in a link so that it will try it through this service and depending on the subject area it may then get about 50%.

For LibrarySearch purposes what Deborah has done is submit an idea to ExLibris, who run and develop LibrarySearch for us, asking if they can develop using this api so that a link will display only if there is an open access version. This has been a popular suggestion so far and is currently 9th on their list of suggestions. She is expecting ExLibris to respond in a few weeks.

Iain asked if the link would go on our database pages?
Deborah suggested that the best place for the link would be where people are following links from reference lists.

4. **Looking ahead to 2017**
Deborah reported that we have a couple of projects that are going to roll over:
- The survey on open access uptake
- Policy which needs to be updated

What other things should we be looking at and what is feasible and practical for us in terms of people’s time and where the University is at.

Lyndsay suggested that we may be able to make an effort with new staff. Incorporate it into the orientation.

Erin thought that open access is similar to the research data management. Researchers/staff at the start of their career are more open to it than more senior staff and researchers.

Deborah suggested for next year that each meeting think of something that we do want to communicate back to other departments.

4.1 **Open Learning**
This year we set up the Lincoln University resources for education site for Open Education Week. We now have 160 items/learning objects open access.

**Action:**
Deborah to send the link to committee members.
4.2 Open Teaching

In Open Education Week we held a workshop on finding and using open images and we refreshed the handout.

**Action:**
Deborah to update the Workplan with what we achieved during 2016 and distribute.

4.3 Open Research

The survey will be rolled over but we have been creating quarterly reports on research outputs in Elements. The Research office start testing the open access monitoring system in the enterprise version of Elements. This will give us the ability to monitor in more detail what content is open access and what content we can make open access.

Mary has been providing data on our APC fund.

We have been working on the open journal system workflows. This has to fit in with the time available to the editors of those journals.

4.4 Open Data

Erin reported on the progress being made in the Research Data Management Suite project. 25 data management plans have been completed by BPEC. We have a person lined up for the long term storage trial and for the NeSI/HPC storage trial. Making good inroads in processes and workflows. Sue Worner, a senior Researcher at BPEC, is retiring next month and she is publishing all of her data and all of her code from her entire career.

**Action:**
Deborah to distribute the half year report from the Research Data Management Suite project when it has been approved.

4.5 Open Records

We are publishing our minutes on the LTL website under open access.

4.6 General

- Deborah will try and get the proposed working group up and running.

- We have continue to embed OA/CC in Equella and Elements training. People appear to be more willing to use it in the Research context than the teaching one.

- Deborah has been reporting back on the 6 weekly web conferences.

Deborah believes that we have made some good progress this year and we have some projects to keep working on and keep the momentum going.

At out next meeting we will draw up a workplan for 2017.

Meeting closed: 10:39a.m.