Minutes of Meeting held on 11 August 2015
at 10:00a.m. in L009

Present: Deborah Fitchett (Facilitator)  Lyndsay Ainsworth
         Erin Skinner                Jacqueline Bowring
         Lorraine Petelo             Sonja Wilkinson
         Glennis Hilston (Minutes)   Liz Wright

Apologies: Damian Lodge, Timothy Curran, Stuart Reilly, Hazel Gatehouse and
           Kahlia Fryer

Minute of previous meeting: 19 May 2015
Approved and will go up on the web open access.

1. Matters Arising

2. Progress on Workplan
   • Quick reports - more detail available in attachments and links from the “OAIC Work
     Plan for 2015 - progress - August” document

   Open Research
   1. Open Access Mandate Policy has been approved and is attached as part of the
      agenda and now it will really be up to promoting this and making sure everyone is
      aware of it.
      Lyndsay – the revision of Academic policies is expected to incorporate Open
      Access
      Lorraine suggested posting the OA Mandate Policy on the HUB and in the weekly
      newsletters.

   2. Provide regular metrics to RAC – no progress been made.

   3. An article processing charge fund process has been set up. $30,000 out of LTL
      budget criteria has been drafted and draft application form. David Simmons,
      Mary Cossons and Roger Dawson will be receiving applications and approving.

   4. New issues are going up but Deborah hasn’t had the time to be able to provide
      much support yet but we are planning, from when she returns from leave until
      the end of the year, to spend some time getting their heads around the system.

   Open Data
   5. We had planned to evaluate an open data repository and Erin has put together a
      business case for Figshare but while researching this they also discovered Data
      Fabric and Amazon can complement what Figshare can provide so a business
      case, which has been attached, went to ELT and that has been approved on the
      proviso that some more costings are needed and more investigation with
      vendors. It is a pilot for one year with Bio Protection because they had
approached us separately about some particular issues they had been having. Erin has been working on drafting up a project charter and they are going to be meeting with ITS and Anne Harvey from Figshare to try and firm up how that project is going to run please let Deborah know if you see anything in the business case that needs addressing.

6. Stuart Charters has been working on a Lincoln hub policy that could be adapted by each of the Hub partners it was sent out in June. We are hoping that this will make it easier for the Hub partners to work together if they have similar policies. If you have any comments send to Deborah, Erin or Stuart.

7. SchoolLinc data project – Erin reported that she has done everything she can do for first model proof of concept for those who don’t know what this is it is an effort to create teaching models for NCEA standards using Lincoln branded data we were in the process of creating a proof for concept. Helen Gilmore working on the teaching side but it has been put on back burner by Sheelagh, following the VC’s resignation, and is currently on hold. Showed it to some AgHort teachers at St Peters and they liked it in terms of data and if the committee wants she can do a presentation next time. Lyndsay commented that there would need to be additional resourcing if this is the way we go and it is not only Erin’s time but it is the Teaching Teams time. Given that Sheelagh has said that we should stick to core priorities between now and the end of the year there is some uncertainty whether any further development goes into it in this calendar year. Deborah commented that there appears to be some balance would need to be struck between what the teachers would like and what we can easily provide. Lyndsay it is a good proof of concept because it also required looking at whether the school’s IT infrastructure could cope with doing things like accessing Google Earth. Erin added that one interesting point if they did just point them to the raw data our Linc Tutors gave a large group of first years the link to the soil information website from Landcare and they all pretty much went on at the same time and it was such a big influx that Landcare thought it was a denial of service attack and shut down! They were only using the resource precisely what we asked them to do. Erin went on to say that putting map ways together did take longer than they thought so need to look at what we can do and what resources we need to do it. Jacky asked if it is something a summer scholar could do as a special project? Lyndsay replied that supervised by Erin and Helen then yes it is something a summer scholar could do.

Open Teaching
8. Open Teaching section was about Learn Preview and TEACHr and our official role is to receive minutes and in terms of open access for TEACHr she has been setting up so that we can report on what is teaching material people put into Moodle, once it is connected with Equella, and which ones they licence creative commons or make open to the world so that we can report on those, keep track of how many objects are going up. We ought to be able to create a public feed of those to make sure that they can be harvested by other people but the project has put that off until October so that we can focus on the more important things like copyright.
Lyndsay reported that in respect of Learn Preview Martyn had a visit from UC and they are interested and thinking they may do something similar.

Lorraine commented that getting everything ready is putting pressure on people and causing concern.
Lyndsay commented that they underestimated the amount of compliance that had not been occurring.
Deborah reported that the resourcing issues are on the radar of the project as well as the concerns people have.

Open Learning
10. Draft reports created as ground work.

Open policies/Business records
11. All policies open and creative commons licenced just starting a review of the academic policies and one of the goals is to make sure that all of those policies reflect Lincolns open access position.
Lyndsay clarified that it isn’t a review of content of the policies but a review of the wording of them in terms of are they up to date, do they incorporate open access policies, Telford, etc.
12. Record Management Steering Group hasn’t met for 4 months so no Minutes to receive.
13. Deborah will run it by Sheelagh to check.

LU OA Policy and Creative Commons Licenses awareness
14. Deborah has started an Open Access FAQ would like help in fleshing it out particularly with the kinds of questions people are asking and any suggestions for wording answers.
15. Deborah explained the six Creative Commons licenses:
   Attribution is one part on all of the licence and that means you always have to cite the original author and what the CC licence is. If it is just a CC attribution licence then anyone can use it for any purpose as long as they cite the author and the license. This is Lincoln’s preferred license if there aren’t reasons to restrict further.
   CC license restrictions that you can add are ‘non-commercial’ or to say you can use it but you have to make your work available under the same license and that is called ‘share alike’.
   Another is ‘non derivative’ which means you can share it as widely as you want, make copies but you can’t mix it up, you can’t make translations or put exerts with exerts from something else together.
   For more info on the licenses go to: About The Licenses - Creative Commons

Building Projects
16. Campus Master Plan belongs to the Lincoln Hub now.
17. Capture of the demolition is going well but lenses need to be cleaned soon as getting dusty.
3. Discussion

3.1 How will Lincoln celebrate Open Access Week
19-25 October - what can we do and how can we promote open access and creative commons on campus?
Last year we trialled having Open Access in the middle of the year that had pros and cons.

Ideas brainstormed include:
- repeat Hadrian's “finding fun resources” workshop from 2013 - especially images and videos and cartoons for use in teaching materials
- workshop on “CC licenses and your publisher” – including background on article processing charges
- morning tea at different places around campus each day
- workshop that gets to “why open access”: what’s in it for me; what are the benefits - where does this come from and how is it affecting world culture
- talk from the acting vice-chancellor?
- tweet of the day

We’ll need to keep working via email to organise this week – in the first instance, we’re very keen to hear more ideas from those who weren’t able to attend the meeting this time.

May need another meeting to organise open access week. A month from now on Open access week

4. Any other Business

4.1 Data Management Suite
Erin asked for feedback on business case for data management suite.

Meeting closed 10:50a.m.

Meeting dates 2015:
10 November 2015