

## British Columbia College and Institute Library Services CILS Advisory Committee Meeting

June 9, 2010 | 9:30 am - 12:30 pm | Langara College | Building C, Room C509 | 100 West 49th Avenue, Vancouver BC V5Y 2Z6

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### *2009/10 CILS Advisory Committee*

Stephen Blaeser	Information Services Librarian, CILS, Langara College
Vanessa Brown	Library Technician, CILS, Langara College
Michael Burris	Executive Director, Public Library InterLINK
Anita Cocchia	Executive Director, BC - Electronic Library Network
Shuyan Dai	Library Technician, CILS, Langara College
Jas Dosanjh	Library Assistant, CILS, Langara College
William Doulome	Student, Kwantlen Polytechnic University
Muhammad Fazil	Practicum Student, CILS, Langara College
Judy Harris	Lead, Policy & Research, Industry Training Authority
Nargis Karim	Library Technician, Public Services, Douglas College
Greg Link	Manager of Enrolment Services, BCcampus Management
Linda Ma	Department Services Assistant, Library Services, Langara College
Grace Makarewicz (Chair)	Director, Library Services, Langara College, also representing the Council of Post-Secondary Library Directors
Suzanne Munson	Manager, Disability Services, Langara College
Cynthia Stark	Student, Capilano University
Miles Stratholt	Manager, Disability Programs & Policy, Min. of Advanced Education
Diane Sugars	Executive Director, Learning Disabilities Association of Vancouver
Laura Taylor	Library Assistant, CILS, Langara College
Vince Tomassetti	Manager, Assistive Technology - BC
Ryan Vernon	Information Services Librarian, CILS, Langara College
Anne Wadsworth	Manager, Provincial Resource Centre for the Visually Impaired

#### **Regrets:**

Alison Curtis	Coordinator, Collection Development, Library, Langara College
John Mulka	Executive Director, Services & Operations, CNIB
Betty Nobel	Department Head, Program for Visually Impaired, VCC

#### **[Appendix A \(pg. 5\)](#)**

Draft *Terms of Reference* for CILS Advisory Committee

1. Introductions

G. Makarewicz welcomed the participants. Round table introductions were made.

2. Approval of Agenda

**Motion:** To approve the agenda as circulated.

**Moved by** J. Harris

**Seconded by** M. Stratholt

**Carried**

3. Approval of Minutes of June 3, 2009

At the request of J. Harris, the following amendments were made.

Page 4, section under Industry Training Authority - delete bullets and replace with:

- *Allows for modified administration of examination for candidates with special needs*
- *Working with Canadian Council of Directors of Apprenticeship on MAP – multiple assessment pathways initiative to create an alternative methodology from written multiple choice exams for assessing competency of program challengers. MAP may also be incorporated into assessments of apprentices in some trades.*

**Motion:** To approve the minutes of June 3, 2009.

**Moved by** R. Vernon

**Seconded by** J. Harris

**Carried**

4. Business Arising from Minutes

**ACTION:** S. Blaeser and R. Vernon to arrange meeting with J. Harris to discuss CILS services as they relate to industry training.

5. CILS Annual Report (G. Makarewicz)

G. Makarewicz reviewed the CILS Annual Report as was distributed, followed by questions from the panel for the CILS team.

**Q:** How accessible is the CILS collection to people unfamiliar with CILS?

**A:** The entire CILS inventory is available to partner institutions and other organizations worldwide. As well, anyone can access and search the collection through AMICUS, Canada's national catalogue.

**Q:** What is the average number of books/topics per student?

**A:** Requests can range anywhere from 1-30 books per student, depending on their course load and subject area. Requests are filled from the inventory, via interlibrary loan, and/or with new productions.

**Q:** How does CILS determine the type of audio file format to use for the learning disabled? (e.g., human vs. synthesized voice, e-text, etc.)

**A:** CILS staff communicate and work closely with students to find out what works best based on their needs and also their comfort level with technology.

**Q:** Are there other types of statistics available?

**A:** Yes, CILS can extract other statistics and information from the database that are of particular interest. Feel free to contact the staff if you would like more information.

G. Makarewicz reported that going forward, CILS plans include:

- Using Applied Research Grants from the Ministry to examine and find ways to enhance services for trades and vocational subject areas
- Continuing to work with partner institutions to provide the best possible service for students with print impairments
- Implementing a Strategic Planning Exercise for CILS

## 6. CILS Activities and Statistics (R. Vernon and S. Blaeser)

Using PowerPoint slides, S. Blaeser reviewed CILS activities, statistics, and outcomes for the year as they are outlined in the CILS Annual Report. It was noted that one student request may result in several different outcomes (e.g., 1 request = 2 books plus something else).

[http://www.langara.bc.ca/cils/documents/reports/2010/CILS\\_Statistics\\_Presentation\\_to\\_Advisory\\_2010.pdf](http://www.langara.bc.ca/cils/documents/reports/2010/CILS_Statistics_Presentation_to_Advisory_2010.pdf)

R. Vernon presented an overview of Copyright Reforms and discussed how the new laws may impact CILS and the production of alternate formats.

[http://www.langara.bc.ca/cils/documents/reports/2010/Copyright\\_Presentation\\_to\\_Advisory\\_2010.pdf](http://www.langara.bc.ca/cils/documents/reports/2010/Copyright_Presentation_to_Advisory_2010.pdf)

R. Vernon also presented *Building Capacity: Recommendations for the Provision of Accessible Resources for BC Trades Students*, an Applied Research Study conducted by CILS, funded by a generous grant from BCcampus.

[http://www.langara.bc.ca/cils/documents/reports/2010/Research\\_Presentation\\_to\\_Advisory\\_2010.pdf](http://www.langara.bc.ca/cils/documents/reports/2010/Research_Presentation_to_Advisory_2010.pdf)

## 7. Student Reports

- W. Doulome** is a visually impaired student at Kwantlen Polytechnic University. English being his second language, e-text enables him to spell words and copy passages for his assignments. He noted that with e-text, he could now 'read many pages and his quality of studying has improved considerably.' (see attached report)
- C. Stark** is a student at Capilano University. She recounted the struggles and challenges she faced growing up with learning disabilities that went undiagnosed until 7 years ago. Ms. Stark can read and decode print material but without comprehension. Alternative formats provided by CILS enable her to succeed in her studies. However, access to services and funding issues continues to be problematic; nevertheless, she is determined to complete her education to become a teacher.
- Muhammad Fazil** is a CILS practicum student. He has just completed the Digital Information Technology Program for the visually impaired. Mr. Fazil uses Braille and other audio file formats. He has enjoyed his practicum experience at CILS.

## 8. Round Table Reports

Members presented short reports of their organization's highlights and significant plans. G. Makarewicz requested that they forward a copy of their report for inclusion with the minutes.

**ACTION:** Members to send reports via e-mail to L. Ma.

## 9. Discussion about function and terms of reference for the CILS Advisory Committee

Draft copies were distributed at the meeting (appendix A). G. Makarewicz asked group members for their ideas and feedback regarding the function and terms of reference for this committee.

What changes, if any, are necessary to enhance communication and collaboration between the educational institutions, the advisory committees, and the government partnerships in support of the services for print disabled post-secondary students? Is more ongoing communication required? Is there a need to meet more frequently?

Round table discussions ensued. Some of the feedback/comments:

- A. Wadsworth appreciates having a wider perspective and the opportunity to gather more support; would suggest more communication via email or other means, but would not opt for more meetings
- CILS reader, J. Bishop, thanked committee for the invitation to participate and the chance to meet the students and to hear their stories. She is convinced more than ever that her work is making a difference in students' lives.
- S. Munson remarked that given there are 26 public post-secondary institutions and their Disability Coordinators represented here, perhaps further recommendations for more communication should be referred to the Chair of the Disability Coordinators Articulation Committee.
- Round table discussions on whether or not to include other post-secondary institutions and Disabilities Services agencies
- A. Cocchia recommended further discussions in the form of working groups with the other major universities (SFU, UBC, UNBC, & UVIC) who also produce alternate material for students with learning disabilities. Suggested splitting advisory component of committee from communications/information sharing function of working groups
- Suggestion made to establish a working group for disability coordinators from across the province
- It was noted that some institutions managed their services through the library while others through the disability coordinator. It was suggested that a more coordinated approach is needed to help students with learning disabilities access the available resources

## APPENDIX A

### DRAFT TERMS OF REFERENCE FOR CILS ADVISORY COMMITTEE

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June 9, 2010

#### CILS MISSION:

CILS provides print disabled post-secondary students with equitable access to educational resources by either borrowing or creating alternate format learning materials.

#### Advisory Committee Purpose:

Advise CILS management regarding student needs, give feedback on CILS products and services, share information about needs, trends, opportunities, and technology

Provide a forum for collaboration, support, and sharing of information that will foster best practices.

#### Membership:

Members represent post-secondary students, educational institutions, and affiliated partners

#### Current members:

- Ministry of Advanced Education & Labour Market Development, Student Aid BC – funding body
- Assistive Technology BC (AT-BC)
- BCcampus
- Canadian National Institute for the Blind (CNIB)
- Electronic Library Network (ELN)
- Industry Training Authority
- InterLINK
- Learning Disabilities Association
- Provincial Resource Centre for the Visually Impaired (PRCVI)
- Post-Secondary Disability Coordinators (represented by Suzanne Munson)
- Vancouver Community College (VCC) – Program for Visually Impaired