Open Press Inaugural Advisory Board Meeting

Summary Notes

February 5, 2025, 1:00 to 2:00 pm, Microsoft Teams

# Attendees

* Dani Collins, Publishing Manager, Open Press - [Dcollins@tru.ca](mailto:Dcollins@tru.ca)
* Marie Bartlett, Instructional Designer at Open Learning, Co-chair at Open Press - [mbartlett@tru.ca](mailto:mbartlett@tru.ca)
* Wei Yan, Faculty, Center for Excellence in Learning and Teaching- [wyan@tru.ca](mailto:wyan@tru.ca)
* Brian Lamb, Director Learning Innovations and Technology, Interim Co-chair Open Press– [blamb@tru.ca](mailto:blamb@tru.ca)
* Jesse Ritcey, Program Manager, Kamloops Natural Scuba – [jesse@naturekamloops.ca](mailto:jesse@naturekamloops.ca)
* Christine Miller, Faculty, University and Employment Preparation - [Cmiller@tru.ca](mailto:Cmiller@tru.ca)
* Brenda Smith, Open Education Librarian – [brsmith@tru.ca](mailto:brsmith@tru.ca)
* Jamie Drozda, Coordinator of Educational Technologies, Open Learning - [Jdrozda@tru.ca](mailto:Jdrozda@tru.ca)
* Greg Vilac, TRUSU Representative & former Co-op Student – [gvilac@tru.ca](mailto:gvilac@tru.ca)
* Josie Gray, BCcampus, Open Education representative, [josie.gray@bccampus.ca](mailto:josie.gray@bccampus.ca)
* Natasha Ramroop Singh, Faculty representative - [nramroopsingh@tru.ca](mailto:nramroopsingh@tru.ca)
* \*John Belshaw, TRU Open Learning Faculty Member, was able to attend a little later.

We reached quorum (50% of active membership + 2), as there were 12 representatives present at this meeting.

# Recording

The meeting was **not** recorded for board members unable to attend – apologies for the oversight!

# Welcome and Land Acknowledgment:

* The meeting opened with a land acknowledgment, by Dani Collins, recognizing Tk’emlúps te Secwépemc territory and the principles guiding TRU Open Press: Respect, Reciprocity, Balance, Exploration, Discovery, and Stewardship.
* A new faculty representative, Natasha Ramroop Singh, was introduced.
* Discussion as to whether our TRUSU student representative, Bensly Pierre, was available past this term, as he is set to graduate – will likely have to find another TRUSU representative.

# Agenda and Meeting Minutes Approval

The agenda for the February 5 meeting was reviewed, along with the approval of minutes from the October 8 meeting.

**Updates on TRU Open Press Projects**

* [**Open Press Projects (List Format) – TRU Open Press**](https://openpress.trubox.ca/open-press-projects-list-format/)
* Dani Collins provided updates on the status of ongoing projects:

**Plumbing Apprenticeship Books:**

* Level 2 set to launch in March 2025, pending approval from Skilled Trades BC.
* Level 1 scheduled for March 2026 release.
* These resources will be used province-wide.

**Other Projects carried over from 2023-2024:**

* Some projects remain in content development.
* Many smaller projects
* 2 Open Journal Systems projects underway
  + Future Earth Student Journal
  + CTS Conference proceedings
* Others are being developed alongside beta testing with students.

**2023-2025 Adjudicated projects**

* 10 adjudicated projects approved for 2024-2025 year – developers started with received grant funding in September 2024– some projects will therefore be carried into 2025-2026 year for completion
* 11 projects TBC in March

**Integrated Strategic Planning (ISP) Support:**

* **TruEnviroCollab** set to launch by end of February 2025.
* Ongoing ISP and Open Learning project support.
* Although we are able to provide some initial support such as website domain set up, providing resources and training on Wordpress and Pressbooks platforms, some developers have been advised to seek funding for research assistants, honourariums or faculty rate/hr for OER work – particularly for larger projects.

**Student Involvement**

**Co-op Student Contributions:**

* 7 co-op students hired from December 2024 – March 2025.
* 2 students focused on copyediting & impact stories.
* 5 students in production roles (E-Learning Support Technicians).
* 3 students received extended contracts.

**Research Assistants (RAs):**

* 2023-2024: 10 undergrad & grad students.
* 2024-2025: 9 undergrad & grad students.

**Project Subcommittee Updates**

* Dani has reached out to Bensly to inquire about his availability to review the project proposals and be on the Advisory Board in general – no response to date.
* **Project Proposal Template Revisions:** Updates are in progress and expected to be completed within the next week, ahead of the Teaching Practices Colloquium (TPC) on February 18.
* **Submission Deadline Adjustment:** The deadline has been moved to March 7 to allow for adjudication in March, ensuring developers have a full year to allocate funding (e.g., Research Assistants) and complete their projects within the fiscal year.
* **Adjudication Process:**
  + Evaluations are tracked using an Excel spreadsheet.
  + Each subcommittee member scores projects based on a scoring matrix, followed by a review meeting to discuss and provide feedback.
* **Developer Feedback & Revisions:**
  + Developers received initial feedback and were given the opportunity to revise and resubmit proposals.
  + 8 projects were approved initially, with 2 additional projects revised and subsequently approved.
* **Grant Funding & Notifications:** Approved projects will receive funding and formal notifications in April 2025.

**Promotion & Awareness Campaigns**

**Recent & Upcoming Events:**

* **December 2024 Newsletter** highlighted project launches.
* **TRU Connect Student Street OER Showcase** (Jan 8, 2025).
* **Teaching Practices Colloquium** (Feb 18, 2025).
* **Open Ed Talks 2025 (March 2025).**
  + **Kickoff Event (March 5)** – Sponsored by BCcampus, featuring keynote by Dave Cormier.
  + **Streaming Lunch & Learn Sessions (March 12, 19, 26)** – Interactive discussions.
* **Discussion:** Strategies to enhance engagement with students, faculty, and the broader community.
  + Natasha expressed a reluctance by faculty to adopt/ use OERs – how to overcome that and promote OERs?
    - Need quantitative impact numbers and metrics/ proof to show that students perform better with OER
  + Jamie and Brenda suggested link on TRU library page for how to promote your OER – to be shared more consistently: <https://libguides.tru.ca/oer/promoting>
  + Suggestion of increasing Faculty ambassadors at TRU
  + Wei: Increased presentations at/ from CELT, TPC, and TOTLC (Thompson-Okanagan Teaching and learning Conference, May 13-14, OP to sponsor event (coffee/snacks) – will include acknowledgement to increase OP awareness
  + Greg suggested OP sponsoring some microwaves in CAC student lunch area and include sign “brought to you by TRU Open Press! Learn more about OERs!” better than posters around campus and more meaningful
  + More workshops by/ from OP with faculty involvement.

# Data Collection & Impact Reporting

* **Impact Tracking:**
  + Collection of qualitative impact stories & quantitative summaries on OER usage.
  + Includes data on courses using OER, student reach, cost savings.
* **Notable Metrics:**
  + Alana’s Ethical Education Project – 1,295 unique visitors.
  + Peter’s Navigating Climate Book – 5.2K visitors.
* **Ongoing Student & Faculty Surveys to assess adoption and impact.**
* **Josie:** Institution should highlight OE work that will be used - externally – to increase domestic enrolment?
* **Brenda:** tracking ZTC courses – mark courses as ZTC and both OER and ZTC (in bookstore, in Banner, calendar, etc.)
* **More surveys, possibly, about OER at that are being used**
  + Dani has a Student OER survey to share with instructors that are using or will be using their OER in their courses

# Open Discussion & Next Steps

* **Action Items from October Meeting:**
  + Revised project submission form in progress.
* Proposal for an in-person student event at the Research Hub – possibly for Future Earth Launch of 1st edition? (Sukh).
* **OER archiving initiative** (Brenda & Dani) - TBD
* **Long-term post-2026 sustainability planning (**Brian & Marie) - TBD
* **Next TRU Open Press Advisory Board Meeting:** Scheduled for May/June 2025.

# Gratitude and Acknowledgement

Dani expressed her gratitude for the Board members' contributions and involvement.

# Action Items

1. **OER archiving initiative** (Brenda & Dani) - TBD
2. **Long-term post-2026 sustainability planning (**Brian & Marie) - TBD

* **Who:** Marie Bartlett, Brian Lamb
* **What:** Begin exploring alternative funding sources and institutional support to sustain TRU Open Press beyond 2026. This includes working with institutional partners like the Honors College and Research Hub.

# Next Meeting

* Date: January 15 (tentative)
* **Agenda Items:**
  + Report from the Publishing Manager.
    - Project status updates
    - Promotion activity updates
      * social media/ website and platform engagement
      * Conference/ talks/ presentations of projects and OP
  + Archival of OER Editions status report - archiving earlier OER editions and ensuring long-term access to completed projects.
  + Support of other ISP initiatives
  + Post 2026 Sustainability for Open Press

**Terminology**

* ISP=Integrated Strategic Planning (grant)
* OER=Open Educational Resources
* RA=Research Assistant
* CELT=Centre for Excellence in Learning and Teaching

**Projects:** <https://openpress.trubox.ca/projects/>

**Open Press website:** [https://openpress.trubox.ca/](https://openpress.trubox.ca/projects/)

**Adjournment Time: 11:00am**

**Meeting Minutes Prepared by:** Dani Collins