

MINUTES

MINUTES OF THE MEETING OF THE GAELIC GOVERNING BOARD HELD ON 29 JULY 2008, AT 14H00, AT THE UNISA LIBRARY, PRETORIA

CHAIRPERSON: MR ROBERT MOROPA

1. Welcome, attendance and personalia

R. Moropa

The Chairperson welcomed all who attended, especially the newest GAELIC member, University of Lesotho and its representative Ms Lepota Mapasane.

Attendance:

Mapasane Lepotho	National University of Lesotho	
Jubrie Oosthuizen	North-West University	
Louw Venter	North-West University	Observer
Vivian Agyei	Tshwane University of Technology	
Dr Adriaan Swanepoel	Tshwane University of Technology	
Lettie Erasmus	UNISA	
Dr Judy Henning	UNISA	
Dudu Nkosi	UNISA	
Hannie Sander	University of Johannesburg	
Rachel More	University of Limpopo (Medunsa)	
Kgabi Chuene	University of Limpopo (Turfloop)	
Robert Moropa	University of Pretoria	Chairperson
Mushoni Mulaudzi	University of Venda	
Joyce Gozo	Vaal University of Technology	
Kay Raseroka	University of Botswana	
Shayna Beetge	FOTIM	
Tanya Healey	FOTIM	
Zodwa Magwenzi	FOTIM	
Carole Willis	FOTIM	
Prof Peter van Eldik	FOTIM	Consultant

Apologies:

Mr Felix Ubogu	University of the Witwatersrand
Dr Buhle Mbambo-Thata	University of South Africa
Dr Anette van Vuren	University of Johannesburg
Mr Tom Larney	North-West University

2. Changes/Additions to the Agenda

There were no changes made.

3. Minutes of previous meetings

R. Moropa

Document 1

3.1 Minutes of AGM held on 8 April 2008 – *for noting*
NOTED

3.2 Minutes of Meeting held on 8 April 2008 – *for approval*

Page 4 Second paragraph – ~~IUGSA~~ should read IUGSA.

Page 4 point 7.3 sentence 7 – `was that it would be a better option to head hunt someone`.

Page 5 point 10.3 `The intention is to create`.

Page 5 point 10.4 `been`.

Page 9 point 16 sentence 13 `and ~~and~~`.

The minutes were APPROVED subject to the changes made as shown above.

4. **Matters arising from the minutes** (dealt with under items 5 – 10) R. Moropa
It was clarified that, with regard to the request made by SANLiC to retain Ms Dudu Nkosi as the SANLiC treasurer until November that Mr Robert Moropa will take over thereafter as representative of FOTIM.

5. **Report of the GAELIC Chairperson** R. Moropa
Document 2 – for approval

The report focused on the events that took place from February to June 2008.

Discussions between FOTIM and HESA and between GAELIC and CHELSA had taken place. Clarity was requested on the relationship between HESA and SARUA, as well as SCANUL-X and the ACU. A review of structures within the library sector was required, with recognition of how external members of GAELIC fitted into the structures.

The appointment of the new GAELIC Programme Manager, Ms Carole Willis was announced. Ms Willis will take up her position on the 01st of August 2008.

6. **Steering Committee**

- 6.2 Minutes of the Steering Committee Meeting 24 June 2008 R. Moropa
Document 3 – for noting

This purpose for the meeting was to review issues around the focus groups, and align the focus groups to the three objectives of the revised strategic plan. The Steering Committee recommended to the GGB that the document be accepted, and the new proposed model be used. The Convenors were appointed. Three representatives of each institution are to sit on the three operational committees. It was requested that new movements are outlined in objective 1, that a needs analysis for objective 2 be done, and that objectives 2 and 3 be more clearly defined.

It was noted that Objective 3 was narrowly defined, and could be broadened to include the sharing of resources such as local content and the dissemination thereof. The sponsor committee of Objective 3 was requested to redefine the focus. Ms Sander, as convener of Objective 3, would circulate the revised focus of objective 3.

An Operational Manager was required for Objective 3. The Sponsor Committee would meet to discuss the profile of the person that was required, such as an understanding of the digital environment, and familiarity with open access issues.

The GGB approved the new model.

It was noted that the constitution was outdated and would be revised by the Steering Committee.

Mr Robert Moropa and Professor van Eldik will send an invitation to all Library Directors requesting their submission of nominations of who will serve on the operational committee. Ms Hannie Sander agreed to write a document outlining the skills required, to enable Directors to select the appropriate staff member. The timeframe for the submission of the profiles will be the end of August. Recommendations will be sent to Ms Carole Willis, the GAELIC Programme Manager.

The Sponsor Committees were revised to include Ms Raseroka on Objective 3 and Ms Moshoeshoe-Chadzingwa on Objective 2.

6.3 External Membership of GAELIC P. van Eldik

6.3.1 Membership Fees

It was recommended that the fees remain the same.

6.3.2 Benefits of GAELIC Membership

Document 4 – for noting

It was requested by University of Lesotho and University of Botswana that a small workshop be held with SANLiC to outline the benefits they will receive as members of GAELIC. It was recommended that the external members of GAELIC attend the SANLiC AGM in November.

The Namibian Project was coming to an end. Prof Heather Edwards would be requested to make a recommendation regarding the University of Namibia's future membership of GAELIC.

7. **Strategic Plan 2007-2008**

P. van Eldik

Document 5 – for approval

APPROVED.

7.1 Objective 1

J. Henning

Innopac Project

Document 6 – for approval

The confidentiality of the results of the assessment of GAELIC Libraries in term of managing and supporting the Innopac System (p 13 of the report) was discussed. It was AGREED that the institutions should remain anonymous. Directors could approach Lettie Erasmus individually to find out which letter represented their own institution.

The report was APPROVED. Implementation of the recommendations and the identification of priorities would be discussed at each institution. Institutions would provide feedback to GAELIC by the end of September 2008. GAELIC would compile the responses from the institutions for discussion at the next Steering Committee meeting.

7.2 Objective 2

V. Agyei

Discussed under item 6.2.

7.3 Objective 3

H. Sander

Discussed under item 6.2.

8. Report of the FOTIM Director (including VUMA! report) Z. Magwenzi

Document 7 – for noting

The report is an update on FOTIM activities. Firstly, the position of Programme Manager for GAELIC had been filled by Ms Carole Willis. She would resume duty on the 01st of August 2008.

FOTIM would be holding a Comprehensive Strategic Planning session with members of the Exco to map out a way forward for the future and ensure that FOTIM activities remain relevant in higher education. FOTIM is still engaged in ongoing talks with HESA.

The VUMA! Portal is technically ready, and the new `look and feel` has had positive response. The focus is now on integrating the portal into the institutions. Meetings between Campus coordinators have taken place, and there is great interest in this initiative.

GAELIC was on track with the revised Strategic Plan, the appointment of the Programme Manager, and the results of the Innopac Investigation. Thanks and appreciation was given to Professor van Eldik, Mr Robert Moropa and the Board members for their support.

Discussions were ongoing with HESA on possible collaboration of FOTIM projects, to the benefit of Higher Education on a regional and national level.

9. SANLiC R. Moropa

The Chairperson reported that the stable financial position of SANLiC has resulted in a 0% increase in service and membership fees.

A contract between eIFL and SANLiC had been signed to allow for Susan Veldsman to continue negotiations with the vendors of electronic resources.

The AGM will be held in Durban on the 20th of November. Mr Robert Moropa to send an email to SANLiC requesting that University of Lesotho and University of Botswana are invited to attend the AGM

A general assembly of eIFL would be held in Bulgaria from the 5th to the 8th of November.

10. Finances P. van Eldik

10.1 2009 Budget
Document 8.1 – for approval
APPROVED

10.2 GAELIC Financial Report for January to May 2008
Document 8.2 – for approval
APPROVED

10.3 GAELIC Innopac Investigation Financial Report as at May 2008
Document 8.3 – for approval
APPROVED

11. New Matters R. Moropa

There were no new matters.

12. Next Meeting and Closure

R Moropa

November 2008 at the North West University, Potchefstroom Campus

Date to be arranged by Ms Carole Willis.

The Chairperson closed the meeting with thanks to Unisa for hosting the meeting, thanks to the Millennium team for their hard work, with gratitude to Professor Peter van Eldik, and thanks to all who had attended.

The meeting closed at 15h48.

Signed

Date