Meeting minutes on Study trip to University of Bergen

22-26 October, University of Bergen, Norway

Present participants – Tatev Zargaryan, Satenik (Bella) Avagyan, Tereza Khechoyan,
Ane Landøy, Angela Repanovici, Hasmik Galstyan, Gayane Nikoghosyan.

**Discussed topics:**

**22nd of October**

* On the first day Open Access Platform in Armenia (OAPA) team met and discussed what has been done during this 10 months. It was stated that the pre survey in both institutions was finished, and there is a need to do a post survey. Post survey will be conducted after the OA will be promoted in the academic community.
* Based on the pre and post survey results an article will be presented in one of the prestigious library related conferences in 2019. The dissemination of the project will be done through the paper presentation on one of the conferences (either QQML, EIFL or IFLA, EBLIDA).
* The project web page was also discussed, it was decided to add and change some parts of the content since it’s a work in progress. Also it was stressed that all the PPTs from the OA week and study trip will be available on the project’s webpage. Including the meeting minutes. However detailed financial information will not be disseminated through the webpage.
* For the visibility matters, the project website should be linked to the both university webpages.
* To connect with OAPA team members, skype will be used as a communication tool. The first team meeting after the study trip will be on 20th of November.
* To promote the OA in our community there will be an extra training for PAARA done by local experts approximately next year in 2019 before the June 10th. (date TBA)
* The annual partner and team meeting will be held in Yerevan on June 10th 2019. The meeting will be organized and housed by AUA.
* Two presentations were delivered by 2 UiB librarians, Susanne Mikki on “Increasing research visibility and collaborating across organizational structures” and “Open Access Mandate” by Ingrid Cutler.

**23rd – 25th of October**

* During these 3 days the project team (AUA and PAARA) visited several academic libraries at Western Norway University of Applied Sciences. UiB library branches (Law library, Arts and humanities, [Mathematics and Natural Sciences Library](http://www.ub.uib.no/avdeling/matnat/index-e.htm)), Norwegian school of Economics. The aim was to get familiar with their work in establishing IR and OA policies and mandate.
* On 24th of October project team participated in the OA open seminar organized by UiB within the frame of OA initiatives week.
* OA expert from Transylvania University of Brasov Angela Repanovici and project leader from UiB Ane Landoy shared their experience with establishing IR and using OA policies.

**26th of October**

* This was a wrap up day and team was deciding tasks and people responsible for carrying them.
* Mrs. Ane Landoy (UiB) will act as a general team and project leader, she will remind and follow up on the completion of the tasks.
* Mrs. Angela Repanovici (UTB) will continue the role of the expert in OA policies and mandate. She and Ane Landoy will also take part in the article writing and analysis.
* Ms. Tatev Zargaryan will continue to coordinate the work of Armenian partner institutions (AUA and PAARA). She will be responsible of organizing and managing all ongoing tasks and report to Ane Landoy. She will also carry the librarians’ trainings on using DSpace. She will be part of the group on writing an article with Ane Landoy and Angela Repanovici. The whole team will have an input form their part too. She will also present the paper on one of the prestigious library workshops (IFLA, EBLIDA, QQML, EIFL). She will follow up with project website content update. She will work on the development of the DSpace user manual in English.
* Mrs. Satenik (Bella) Avagyan (AUA) and Mrs. Tereza Khechoyan (PAARA) as the representatives from AUA and PAARA will help OAPA team in disseminating the idea of establishing OA policies and mandate on national level. Promote the idea of establishing the IR platforms and disseminate the projects ideas through their professional networks, they can contact Ministry of Education and Science. They will participate in all activities as an OAPA team members.
* Mrs. Tereza Khechoyan (PAARA) will support her institution by establishing DSpace and using it extensively. She will coordinate her institutions work. She will follow up with the progress and will report to local coordinator Tatev Zargaryan and project coordinator Ane Landoy.
* Mrs. Hasmik Galstyan (AUA) as a local copyright service librarian, and EIFL-IP coordinator for Armenia will be responsible for supporting team with her expertise and advice on guidelines and policies for digitizing items when a manual will be created on DSpace as a selected IR platform.
* Mrs. Gayane Nikoghosyan (PAARA) will be responsible for learning using DSpace and digitizing the items and she will also support and help her institution with digitization of the items on Dspace.
* OAPA team should create manual for establishing an IR (DSpace as a platform), that will consider Copyright Law, OA policies and mandate, CC license (this is a debatable point since Armenian government is not accepting CC for Copyright). This manual will act as a starting point for other universities/institutions in Armenia to join the OA family. OAPA team will use this following article as a professional article on establishing IR. Kanu A. Nagra (2012) Building Institutional Repositories in the Academic Libraries, Community &#x26; Junior College Libraries, 18:3-4, 137-150, DOI:10.1080/02763915.2012.799028. PAARA will translate user manual into Armenian.
* AUA’s local IT expert will support PAARA’s IT on installing DSpace and helping them with required information. PAARA will also develop their DSpace website, digitize their scientific output and update it.