

DALNET Committee Structure: Draft Charges, 3/23/2004

DALNET Project Managers

- Assess needs and develop strategies and procedures for sharing information required to implement DALNET projects with their member library staff
- Provide leadership for development of the DALNET Integrated Library System, digital library and other technology initiatives, including oversight for their implementation
- Provide a member base for, coordinate, and oversee, standing committees, task forces and working groups involved in needs assessment, research, drafting of technical policies and procedures for projects and initiatives
- Establish informal discussion groups, i.e., circulation, serials control, etc., to improve communications, support collaboration and provide professional development opportunities for staff at member libraries
- Assess and develop strategies and procedures for collaborating with DALNET Staff in order to facilitate informed decision making, for example:
 - Set priorities for technical initiatives, including the identification of problems, issues and solutions
 - Establish goals, objectives and priorities for ILS, technical initiatives and policies
 - Plan project budgets, schedules and timelines and make recommendations for project implementation
 - Monitor projects and initiatives, including problem resolution and evaluation
- Facilitate establishment and dissemination of best practices among DALNET members, and production of annual reports of progress

Electronic Resources Committee

- Evaluate products related to digital initiatives and recommend implementation strategies to the DALNET Project Managers
- Advise the Project Managers on the continued development of electronic resources for the DALNET Web Site and the Imagine Gateway
- Conduct periodic needs assessments and make recommendations about different types of electronic resources, including collection content and technologies required to implement them, which DALNET should develop
- Advise the DALNET Project Managers on technical, staffing, and policy issues related to the development and implementation of electronic resource initiatives
- Facilitate communication and collaboration between DALNET committees, task forces and working groups, as needed, to assist them in affectively executing their charges.
- Establish working groups and task forces as needed to fulfill the primary charge of the Committee. These task forces and working groups will have highly specific charges and with a short-term timeline (e.g. under six months)
- Design coordinate and evaluate education opportunities related to digital initiatives for DALNET members
- Facilitate and encourage the creation of digital initiatives among DALNET members
- Provide support for the over site of digital projects implemented by DALNET
- Facilitate establishment and dissemination of best practices among DALNET members, and production of annual reports of progress

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Technology Advisory Committee

- Evaluate products related to DALNET technology initiatives and recommend implementation strategies to the Project Managers
- Advise the DALNET Project Managers on technical, staffing, and policy issues related to the development and implementation of initiatives requiring new technologies
- Facilitate communication and collaboration between DALNET committees, task forces and working groups, as needed, to assist them in affectively executing their charges.
- Establish working groups and task forces as needed to fulfill the primary charge of the Committee. These task forces and working groups will have highly specific charges and with a short-term timeline (e.g. under six months)
- Design coordinate and evaluate education opportunities related to new technologies for DALNET members
- Conduct periodic needs assessments and make recommendations to facilitate and encourage the creative use of new technologies to improve communication among, and increase quality and efficiency of collaboration between, DALNET members
- Facilitate establishment and dissemination of best practices among DALNET members, and production of annual reports of progress

DALNET Staff

- Develop strategies for the coordination of training, to avoid overlaps between the efforts of various committees, task forces and working groups
- Develop strategies and provide leadership for the use of technology in training
- Develop strategies to enhance the network environment and provide leadership in the use of new technologies for communication and collaborative research, project implementation, and training
- Fulfill a role as primary liaisons, facilitating communication and collaboration between committees, task forces and working groups
- Facilitate establishment and dissemination of best practices among DALNET members, and production of annual reports of progress