



ILS Operations Committee

Charge

To advise SELCO staff and the Technology Policy Committee appointed by the SELCO/SELS Board of Directors on issues related to the configuration, operation, maintenance, and continuing development of the SELCO Integrated Library System (ILS) and other technology services.

Membership

- Individual representatives elected by Online Libraries with SELCO staff appointed by the Executive Director
 - Large public library directors 2
 - Medium public library directors 2
 - Small public library directors 2
 - School library media centers directors 2
 - Multitype library director 1
 - SELCO staff 3
- Staggered three-year terms, with representatives and alternates elected by each type of library (public, school, and Multitype)
- Representatives and alternates may serve three consecutive terms
- Alternates are encouraged to participate in all meetings but vote only when the elected representative is absent
- Includes appropriate SELCO staff

Tasks

The ILS Operations Committee will:

- Report to the SELCO Executive Director and to the Technology Policy Committee
- Meet jointly with the Technology Policy Committee
- Vote on recommendations forwarded by subcommittees.
- Solicit input from online users
- Familiarize themselves with the ILS and options through training sessions and other contacts with the company and customer sites
- Identify and evaluate current regional and local policies and recommend possible changes to current regional and local policy
- Assist with orientation and training of online libraries, as needed
- Summarize group discussions and recommendations and provide documentation for posting to the SELCO/SELS web site
- Conduct annual software improvement request process for SELCO ILS
- Manage SELCO participation in ILS software improvement process
- Assist with SELCO Online Users' Group meetings
- Participate in technology planning process
- Conduct periodic review of assigned tasks

Document History

Concept approved by SELCO/SELS Executive Committee: February 2003

Committee representatives/alternates elected: March 2003, January 2005, January 2006, July 2007, August 2008

Committee charge reviewed and revised: February 2008; Change approved: February 2008

Committee configuration change recommended by Committee & approved by Board: July 2008