

# VALE OLE Governance Structure

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## I. Description of VALE OLE

A. The purpose of the VALE OLE project is to create and maintain a shared library system based on the KUALI OLE software that will serve the needs of any academic library in the state choosing to participate in it

## II. Purpose of governance structure

- A. Ensure that needs of the consortium are balanced with needs of individual libraries
- B. Ensure that the project remains accessible to all VALE members
- C. Focus needed attention on the project to specific group
- D. Provide high level support on goals and outcomes for the Implementation Task Force

## III. VALE Executive Committee

- A. Role (with respect to VALE OLE)
  - 1. Strategic
    - a) *Sets strategic VALE OLE goals*
  - 2. General Oversight
    - a) *Approval of budgets, purchases and expenditures*
    - b) *Approval of contracts and licenses*

## IV. VALE OLE Steering Committee

- A. Structure
  - 1. Membership
    - a) *Voting Members (11 maximum)*
      - (1) Institutional representatives nominated by their directors and approved by VALE Executive Committee Chair
      - (2) Representatives must be from institutions either participating in VALE OLE as an alpha implementer or having expressed an interest in participating in VALE OLE in the future.
      - (3) Distribution modeled after structure of VALE Executive Committee voting members, as above (except for Member's Council moderator and Fiduciary Agent) and determined by the VALE Executive Committee based on number of qualifying institutions.
      - (4) Only one representative per institution
      - (5) No restriction on position of institutional representatives (e.g., Director, Assoc. or Asst. Dir, etc.)
      - (6) Must include at least 4 of the alpha implementing institutions
    - b) *Non-voting members*
      - (1) VALE Executive Committee Liaison
        - a) *Appointed by VALE Executive Committee Chair*
  - 2. Leadership
    - a) *Chair*
      - (1) Appointed by VALE Executive Committee Chair
      - (2) May be from within members of Steering Committee or not

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## B. Role

1. Ongoing tactical responsibility for the overall VALE OLE project
  - a) *Creates and manages VALE OLE budget.*
  - b) *Develops & recommends business model*
  - c) *Develops system user policies*
  - d) *Coordinates contracts and/or hiring*
2. Delegates specific tasks and responsibilities as needed to other groups, most often the VALE OLE Implementation Taskforce

## V. VALE OLE Implementation Taskforce

### A. Structure

1. This group will have a limited lifespan. After the initial phase of the VALE OLE project is completed, at a time recommended by the Steering Committee and approved by the VALE Executive Committee, this group will cease to exist. Its role will be carried out by the VALE OLE Technical Subcommittee (see below)
2. Membership
  - a) *Voting members*
    - (1) Institutional representatives from alpha-implementing institutions\*, appointed by their directors and approved by VALE Executive Committee Chair
    - (2) Only one representative per institution
    - (3) Maximum of 5 members
    - (4) If there are more than 5 alpha implementers, the VALE Executive Committee will appoint institutions to participate in the Task Force, if possible selecting them to represent different ILSs and ERPSs
    - (5) Restricted to Systems Librarians or their equivalents
  - b) *Non-voting members*
    - (1) Recruited as necessary to help Task Force carry out its role
    - (2) May include multiple representatives from one institution
3. Leadership
  - a) *Chair*
    - (1) Appointed by VALE Executive Committee Chair

### B. Role

1. Charged by the VALE OLE Steering Committee with investigating specific issues, devising specifications, and operationalizing the policies developed by the VALE OLE Steering Committee including but not limited to software, hardware, and networking, as they relate to:
  - a) *Functioning of the VALE OLE*
  - b) *Migration of institutional data from existing individual ILS to VALE OLE*
2. Carry out charge and return recommendations to the Steering Committee
3. Suggest issues to be investigated to Steering Committee
4. May delegate specific or individual tasks to other groups as needed

### C. \*Minimum Requirements for Alpha Implementers

1. Must have LDAP
2. Must contribute 20% of technical person's time (e.g., Head of Library Systems or Information Systems)

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3. Must have agreement with central IT to interface with existing ERPS and allow access to enterprise data
4. Further requirements to be identified by the VALE OLE Steering Committee

## VI. VALE OLE Technical Subcommittee

### A. Structure

1. As a subcommittee of the VALE OLE Steering Committee, this group will come into existence only after the initial phase of the VALE OLE project has been completed, at a time recommended by the Steering Committee and approved by the VALE Executive Committee
2. Membership
  - a) *Members of the Steering Committee (assumedly)*
  - b) *Exact structure and criteria to be determined at a later date by the Steering Committee and approved by the VALE Executive Committee*
3. Role
  - a) *Address such in-depth technical issues as may arise after the VALE OLE project is in production*

## VII. Other groups

### A. Two types

1. Existing VALE committees or subcommittees
2. *Ad hoc* working groups

### B. Structure

1. Existing or *Ad hoc*, as appropriate

### C. Role:

1. Charged by either the VALE OLE Steering Committee or the Implementation Task Force with investigating specific issues
2. Carry out charge and return recommendations to the charging body