Proposal to WPLC Technology Steering Committee

The decision-making and governance process recommendations below are offered to address the specific needs of the existing backup / digitization collaboration. They also point the way to a model for decision-making and governance of future technology collaborations, especially those that do not involve all Wisconsin public library systems.

Recommendations to WPLC Technology Steering Committee:
- Approve a Backup Collaboration Project and Forward proposal to WPLC Board
  - Project Description: The Backup Storage Platform will aggregate infrastructure backups from any participating Wisconsin public library system into equipment hosted in two data centers (South Central Library System and LEAN, WI). The Systems will be connected via BadgerNet. The purpose is to provide secure and redundant storage accessible by System IT staff.
- Approve a Digitization Collaboration Project and Forward proposal to WPLC Board
  - Project Description: The Digital Archives Storage Platform will safely store archival copies of digitized materials and metadata from public libraries from any participating Wisconsin public library system into equipment hosted in two data centers (South Central Library System and LEAN, WI). The purpose is to provide proper storage of digitized materials. This project will be in partnership with Recollection Wisconsin. Recollection Wisconsin is partnering with UW-Madison to work out a "loading dock" process using Archivematica to assure data is properly formatted for storage.
- Request WPLC Board to approve creation of a Backup Collaboration Project Steering Committee
- Request WPLC Board to approve creation of a Digitization Collaboration Project Steering Committee.

Proposed Representation for each steering committee: Host site partner representation (1 from each host site), 3 current collaboration partners and non-voting affiliate members as appropriate. [Affiliate members will be defined by WPLC Bylaws].

Backup Collaboration Project Steering Committee proposed affiliate members: DPI representation (advisory non-voting affiliate member)
Digitization Collaboration Project Steering Committee proposed affiliate members: Recollection Wisconsin representation (advisory non-voting affiliate member), DPI representation (advisory non-voting affiliate member)

Proposed Steering Committee role: Provide project expertise, develop overall project budget needs and governance structure (follow guidelines for steering committees in WPLC bylaws).

Process for appointment of steering committee members: Guidance for how participants are selected and term limits will come from the WPLC board.