

SHARED REPOSITORY TASK FORCE TERMS OF REFERENCE

October 2015

Background and Mandate:

The NEOS Strategic Agenda 2014-17 aims to leverage technology for shared services, and has as an action exploring possibilities for the development of shared systems such as an institutional repository. (*Action 2.2*).

Reporting Structure:

This Task Force reports to the NEOS Executive Committee.

Key Duties and Responsibilities:

- Gauge interest in a shared institutional repository
- Investigate consortial models for a shared repository
- Work with NEOS members to develop a plan for a pilot project

Composition and Appointments:

The Task Force consists of:

- 3-5 representatives of NEOS Member Libraries (any level of staff), appointed by the Executive for the duration of the work of the Task Force. Ideally the group will represent both academic and special libraries.
- NEOS Manager (ex-officio)
- Executive Liaison –

The Chair is elected from within the committee.

Meetings:

The Chair calls meetings of the group as required. Members may participate by distance methods.

Reports and Target Dates:

Timeline from Strategic Agenda:

2015-16
NEOS Directors will discuss ideas for new and innovative collaboration at the Spring 2015 Directors Meeting (including institutional repository, ereserve and copyright clearance systems).
Executive will gauge interest in project ideas and take appropriate actions.

Initial progress report to be presented to Executive by September 30, 2015.

Resources:

Minutes and Communications:

Meeting Notes are for the use of the Task Force.