

Statement of Purpose

Recollection Wisconsin Steering Committee

Charge

Facilitate and support the ongoing operations of the Digital Public Library of America Service Hub in Wisconsin.

Facilitate and support a statewide community of practice around digital cultural heritage through teaching, consulting or other activities aimed at developing local practitioners' capacity.

Provide advice and recommendations to the Recollection Wisconsin Governing Board on matters of interest to the Recollection Wisconsin consortium and the Wisconsin cultural heritage community.

Specific activities include:

1. Assess community needs in order to identify strategic priorities and improvements.
2. Based on community input, develop priorities for building and enhancing a statewide community of practice.
3. Develop policies and procedures as needed.
4. Recommend new content additions.
5. Advocate for and promote awareness of Recollection Wisconsin and DPLA to staff, colleagues, the general public, and other stakeholders as needed.

Membership

Between nine and thirteen experienced practitioners including librarians, archivists, curators, educators and others, representing a broad range of Recollection Wisconsin Content Partners and other cultural heritage institutions throughout Wisconsin. The committee includes one representative appointed by each Governing Partner, if desired by the partner. The remaining seats are populated by nomination from the community and approval by the Governing Board. Committee members serve three-year terms.

Leadership

Committee leadership will be selected by group consensus. The Committee Chair will preside at meetings, review and advise on meeting agendas, and review and advise on discussion items that may arise between meetings. The Chair-Elect will serve as backup for the Chair and act as the Committee's liaison to the Recollection Wisconsin Governing Board. The Past Chair will provide advice and leadership to the Chair and Chair-Elect in order to support continuity of Committee activities.

Leadership terms are three years: one year as Chair-Elect, one year as Chair, and one year as Past Chair. The Chair, Chair-Elect and Past Chair are each in position for one year (March through February of the following year). After completing a one-year term, the Chair becomes Past Chair and the Chair-Elect becomes the new Chair.

Meeting frequency

Quarterly.

Document review

Adopted November 2016. Last updated April 2023. This document will be reviewed annually by the Recollection Wisconsin Steering Committee.