

## MEMORANDUM

**SUBJECT:** Reappointment to OSU Library Digital Initiatives Steering Committee

**DATE:** Wednesday, July 02, 2008

**FROM:** Joseph J. Branin, Director of Libraries

**TO:** Wes Boomgaarden and Sally Rogers

By this memo, I am asking you to continue as *ex officio* members and co-chairs of the OSU Library Digital Initiatives Steering Committee and asking the following individuals to serve on this committee with you.

Elizabeth Black, Information Technology Division, *ex officio*  
Thomas Cetwinski (Program Manager, Knowledge Bank), Administration, *ex officio*  
Tschera Connell, Scholarly Resources Integration Dept., *ex officio*  
Nena Couch, Theatre Research Institute, 6/30/2011  
Joseph Galron, Collection, Instruction, and Public Services Division, 6/30/2010  
Mary Hamburger, Moritz Law Library, *ex officio* representative  
Amy McCrory, (Imaging Specialist), Preservation, *ex officio*  
Dan Noonan, (Electronic Records Manager/Archivist), University Archives, *ex officio*  
Nancyanne O'Hanlon, Coordinator of Teaching & Learning, 6/30/2009  
Eric Schnell, Prior Health Sciences Library, *ex officio* representative  
Mary Scott, Collection, Instruction, and Public Services Division, 6/30/2011  
Beth Whittaker, Special Collections Cataloging, *ex officio*

### COMMITTEE CHARGE

The Committee is charged to report to the Director of Libraries and the Executive Committee and to engage in the following activities:

- Guide the policy, priority, budgetary, and staffing decisions required to integrate digital initiatives into the OSU Libraries organizational structure.
- Maintain awareness of current issues, trends, standards, best practices, and accomplishments related to digital initiatives being conducted by other units, institutions, and organizations. Within this context, and with campus and library priorities in mind, consider and recommend future directions for library digital initiatives and preservation at OSU.

- Encourage and facilitate development of digital projects by OSUL personnel. Serve as a review committee for proposed digital initiatives and make recommendations to the Executive committee on setting priorities.
- Identify and implement additional digital projects that further the Libraries' mission.
- Promote the Libraries' digital products and services and the role of DISC in supporting them.
- Assess user needs and user satisfaction relative to library digital initiatives.
- Encourage the development of proposals for funding external to the Libraries for digital initiatives and assist in their preparation as appropriate.
- Identify development and training opportunities (conferences, workshops, etc.) related to digital initiatives and recommend participation by Libraries' personnel as appropriate.
- Consult with other Libraries and University personnel and groups as appropriate.

In summary, DISC's role is to support the mainstreaming of digital initiatives, to empower other library personnel to promote and to use the library's digital products and services, to be innovative and to seek out creative solutions to improve discovery and delivery of scholarly digital content, and to work as broadly as possible with other groups engaged in similar endeavors. It is recognized that DISC's role is evolving and that the committee appropriate is shifting its focus to more strategic and complex questions.

c: Personnel file