

Guidelines for the ELUNA Voyager Product Group

The Voyager Product Group is responsible to the ELUNA Steering Committee, and is subject to the ELUNA Constitution and Bylaws.

1. The responsibilities of the Voyager Product Group are as follows:

- a) Coordinate and liaise with Ex Libris product management on development and enhancement of the Voyager product, through membership on focus groups appointed by Ex Libris and other methods.
- b) Work on enhancements in conjunction with the IGeLU Voyager Product Working Group, and relevant Special Interest Groups.
- c) Cooperate and communicate with the liaison from the ELUNA Steering Committee, with the Chair serving as primary point of contact.
- d) Plan the Voyager-related content at the ELUNA Annual Conference, in cooperation with the Steering Committee's conference team.
- e) Communicate with Voyager users, primarily in North America, via the regional Voyager user groups, special interest groups, and discussion lists and forums.

2. Participation on the Voyager Product Group Leadership Team is open to staff from any ELUNA member institution that uses Voyager. All Voyager users are encouraged to participate in discussions and programs and to participate on Voyager-L and related lists.

3. The members of the Leadership Team is selected as follows:

Elected:

- a) Chair-elect: elected for a three-year term, to serve as Chair in the second year and Immediate Past Chair in the third year.
 - b) Leaders at large: four, elected to two-year terms, staggered so two are elected each year.
- Appointed by the Leadership Team Chair with consent of the Team (with the option of two people sharing one appointed position):
- c) Conference Program chair(s), appointed for one year.
 - d) Enhancements chair(s), appointed for two years.
 - e) The Chair may delegate tasks to the leaders at large, as needed.

A "year" is defined as the period of time between ELUNA's annual meetings. Since that date varies, the period will vary.

There are no term limits. Members may run for re-election or be re-appointed.

Only official member representatives from ELUNA member institutions may vote in elections.

The Leadership Team will administer the election, with results to be completed at least two months prior to the ELUNA conference at which the new members will take office.