

Principles of Collaboration

Coordinating Committee

The [Coordinating Committee](#) is dedicated to the advancement of Alliance activities and furthering communication within the Alliance.

The Coordinating Committee works with the Working Groups to articulate a long-term, strategic vision for the Alliance. The Committee assists the Alliance [Members](#) in evaluating the effectiveness of the Working Groups and eliminating unnecessary duplication of effort between the Working Groups. Participants in the Coordinating Committee will act as liaison with one or more of the Working Groups. The Coordinating Committee will recommend for the creation of new Working Groups or to disband Working Groups that are no longer actively serving the needs of the Alliance.

The Coordinating Committee is responsible for updating eligibility standards for membership in the Alliance as necessary.

Coordinating Committee members may be nominated by [Participants](#) in the Alliance or may self nominate. Coordinating Committee members are elected by a simple majority of all votes cast over an open voting period, typically two weeks.

The number of Coordinating Committee members shall be no more than nine (9).

Coordinating Committee members shall serve in staggered appointments of one, two or three years through December 31, 2013, or their resignation. Any member may resign at any time by notification in writing to the Alliance through the office of the Secretariat. Vacancies on the Coordinating Committee shall be filled by special election.

Officers

The Coordinating Committee shall designate the facilitator for the next year at the last session of the year. There will be no officers.

Secretariat

The Secretariat shall (a) act as secretary of all meetings of the Alliance and of such other committees and working groups as the Alliance shall specify, (b) keep the minutes thereof, and (c) coordinate the planning of annual meetings and other events (with a



program committee). All minutes, reports, and other documents of the Alliance will be filed and maintained at the Library of Congress.

The role of Secretariat is fulfilled by staff of the Library of Congress, Office of Strategic Initiatives, National Digital Information and Infrastructure Preservation Program (NDIIPP).

Committees and Working Groups

Alliance Members designate [Participants](#) to serve on committees and [Working Groups](#). Each committee shall have, and may exercise, such powers as authorized by the Alliance.

Committee and Working Group participants shall serve for a term ending on December 31, 2013, or their resignation. Any participant may resign from a Working Group at any time by notification in writing to the Co-chair of a particular Working Group. Any participant may choose to continue to serve on a Working Group for the next term of membership.

Working Group member co-chairs volunteer for the position. If more than one individual volunteers, the working group participants will vote to select the co-chair.

Working Groups will make transparent their draft work plans and circulate their work products to all Alliance members.