

Document Information	
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Submitter Name:

Submitter Affiliation: IGeLU

Name of Proposed Group: IGeLU Esploro Product Working Group

Request Date _____

Initiator	<input type="checkbox"/> Ex Libris (ExL) request <input checked="" type="checkbox"/> Steering Committee (SC) request <input type="checkbox"/> Working Group (WG) request
Background Information	The IGeLU Esploro PWG was established in 2022 and has worked in close collaboration with the ELUNA Esploro PWG.
Terms of Reference	<ul style="list-style-type: none"> Proactively advocates, in partnership with the ELUNA Esploro Product Working Group, for the needs of the Ex Libris user communities around Esploro Meet monthly to discuss Esploro product issues, receive updates on projects and focus groups, including updates from other product working group liaisons and leadership groups. Monitor Esploro-L, Idea Exchange, and release notes for items needing further review. Active involvement in any Esploro Focus or Task Force Groups. Work collaboratively with other working and Community of Practice Groups as required.
Type of Group	<input checked="" type="checkbox"/> Working Group <input type="checkbox"/> Task Force <input type="checkbox"/> Advisory Group <input type="checkbox"/> Focus Group <input type="checkbox"/> Community of Practice
Reports To	<input checked="" type="checkbox"/> Steering Committee <input type="checkbox"/> _____ Working Group

Steering Committees Involved	<input checked="" type="checkbox"/> IGeLU <input type="checkbox"/> ELUNA	
Outputs from Group	<ul style="list-style-type: none"> • Administers yearly Esploro NERS ballot, in collaboration with the ELUNA Esploro PWG. • Assists with conference planning, ensuring inclusion of Esploro related presentations and working group meetings. • Works with Ex Libris management on the enhancement process, developing focus groups, as needed, and ensuring that the needs of the community are regularly discussed. • Administers and monitors the Esploro-L listserv. • Monitors the Esploro Idea Exchange and monthly release notes. • Prepares an annual report for inclusion in the Chair's Annual Report to members. • Responsible for maintaining up to date information on the Esploro PWG pages of the IGeLU website. 	
Review date	01/02/2026	
Support Expectations	<ul style="list-style-type: none"> • Work with Steering Committee Liaison to identify and escalate issues to the Steering Committee as required. • Provision of infrastructure required to support the WG operational activities. 	
Requires Enhancement Vote	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Start Date / Sunset Date	From: 01/02/2024	To: 01/04/2026
Sunset Trigger	<ul style="list-style-type: none"> • Esploro is no longer supported by Ex Libris/Clarivate. • Inability to recruit members to form a working group. • When community enhancements do not expend allocation of points. 	
Leader/Co-Leader	Margie Pembroke (SCU, Australia)	
User Group Participants*	<ul style="list-style-type: none"> • IGeLU Steering Committee Liaison 	
Ex Libris Participants*		
SC Action Required	<input checked="" type="checkbox"/> ListServ <input checked="" type="checkbox"/> BaseCamp	
SC Decision Date	02 Feb 2024	
SC Notes	Approved	