

Submitter Name: Stacey van Groll

Submitter Affiliation: IGeLU

Name of Proposed Group: IGeLU Primo Product Working Group

Request Date: Submitted 26th January 2024

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 Primo Working Group was formed in 2009. This was in recognition of the need for representation for the growing international Primo user community, for Primo as a product launched in 2007.
Terms of Reference	Proactively advocates for the needs of the Ex Libris Primo user community in partnership with the ELUNA Primo Product Working Group Meets monthly to discuss Primo product issues, receive updates on projects and focus groups, including updates from other product working group liaisons and leadership groups. Active involvement in any Primo related groups, including Focus and Advisory groups and Task Forces. Works 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 Primo NERS ballot, in collaboration with the ELUNA Primo PWG• 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.• Assists with conference planning, ensuring inclusion of Primo related presentations and working group meetings. Presents a conference session for the Primo Working Group Open Business Meeting at the yearly IGeLU Conference, reporting on the activities of the group• Administers and monitors the Primo-L listserv, as well as using this listserv to communicate activities to the Primo community including enhancement cycles updates, conference promotions, and availability of month meeting notes on the IGeLU website• Monitors the Primo Idea Exchange and monthly release notes.• Prepares an annual report for inclusion in the Chair's Annual Report to members.

	<ul style="list-style-type: none"> Responsibility for maintaining up to date information on the Primo PWG pages of the IGeLU website, including for enhancements updates and posting of monthly meeting notes. 		
Review date	01 Feb 2026		
Support Expectations	<p>Consultation point with Steering Committee Liaison to identify and escalate issues to the Steering Committee as required.</p> <p>Provision of infrastructure and documentation required to support the WG operational activities.</p> <p>Coordinator conference attendance expenses</p>		
Requires Enhancement Vote	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Start Date / Sunset Date	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">From: 2009</td> <td style="width: 50%;">To: 01 April 2026</td> </tr> </table>	From: 2009	To: 01 April 2026
From: 2009	To: 01 April 2026		
Sunset Trigger	<ul style="list-style-type: none"> Primo is no longer supported by Ex Libris/Clarivate. Inability to recruit members to form a working group. Community submissions for enhancements do not expend allocation of development points. 		
Leader/Co-Leader	Stacey van Groll		
User Group Participants*	<p>Stacey van Groll (University of Queensland, Australia)</p> <p>Noémie Ammann (ETH Library, Switzerland)</p> <p>Gaith Bader (University of New South Wales, Australia)</p> <p>Paul Harding (University of York, UK)</p> <p>Mark Kluzek (University College London, UK)</p> <p>Ulrich Leodolter (Austrian Library Network and Service Ltd., Austria)</p> <p>Manuela Schwendener (Universität Basel, Switzerland)</p> <p>Andrea Zech (Free University of Berlin, Germany)</p> <p>Nir Zinger (University of Haifa, Israel)</p> <p>Asbjørn Risan (UNIT) - IGeLU SC Liaison Officer</p>		
Ex Libris Participants*	<p>Primo PM: Nili Natan (primary contact, maternity leave as of Nov 2023)</p> <p>Primo PM: Sima Bloch (primary contact, backfilling Nili Natan)</p> <p>Primo PM: Chani Yehuda</p> <p>Primo PM: Yael Shahar</p> <p>CDI PM: Amy Pemble</p> <p>Director of PM: Yisrael Kuchar</p> <p>Senior PM: Christine Stohn</p>		
SC Action Required	<input checked="" type="checkbox"/> ListServ (established) <input checked="" type="checkbox"/> BaseCamp (established)		
SC Decision Date	02 Feb 2024		
SC Notes	Approved		