

**Automated System Migration  
Working Teams  
3-13-2000**

**Goals:**

- Cross-departmental representation
- Utilize staff experience and expertise
- Balanced workload for individuals
- Inclusiveness for everyone who can contribute
- Shared leadership

\* = *Team Lead*

**Team Name:** Library Automation Strategic Planning Team

**Charge:** Review, update, and revise *Strategic Plan for Library Automation*

**Start Date:** March 15, 2000

**End Date:** April 14, 2000

**Products:** *Strategic Plan for Library Automation, April 2000*

**Composition:** Jeanine Barndt, Sharon Chase, Laura Lewis, Layne Nordgren\*, Patricia O'Neill, Lenny Reisberg

**Team Name:** Automated System Evaluation Team

**Charge:** Evaluate, compare, and recommend automated system migration pathways using data collected and recommendations from other migration teams. Select system to support implementation of *Strategic Plan for Library Automation*.

**Start Date:** April 17, 2000

**End Date:** November 1, 2000

**Products:** Recommendation for Automated System Hardware and Software Migration Pathway.

**Composition:** Jeanine Barndt, Sharon Chase\*, Bryce Bockman, Layne Nordgren, Fran Lane Rasmus, Lenny Reisberg

**Team Name:** PAC Team

**Charge:** Assess and compile present and future PAC needs and functionalities for automated system. Develop task scripts to test critical functions.

**Start Date:** April 3, 2000

**End Date:** June 15, 2000

**Products:** List of automated system needs and functionalities as related to PAC. Task scripts to test functionalities.

**Composition:** Gail Egbers, Susan McDonald, Fran Lane Rasmus\*, Kerstin Ringdahl, Patricia O'Neill, Patrick Seigler, Lori Tuttle (as available)

**Team Name:** System Team

**Charge:** Evaluate hardware, software, standards, and platforms. Identify specifications and functionalities required. Develop task scripts to test critical functions.

**Start Date:** April 3, 2000

**End Date:** June 15, 2000

**Products:** Recommendation on best hardware and software packages for campus environment. Specifications and functionalities required. Task scripts to test functionalities.

**Composition:** Jeanine Barndt, Bryce Bockman, Layne Nordgren\*, Fran Lane Rasmus

**Team Name:** Staff Modules Team

**Charge:** Assess and compile present and future staff technical needs and functionalities for automated system. Develop task scripts to test critical functions.

**Start Date:** April 3, 2000

**End Date:** June 15, 2000

**Products:** List of automated system needs and functionalities as related to staff technical functions. Task scripts to test functionalities.

**Composition:** Pat Auyong, Jeanine Barndt\*, Darlene Bates, Fran Budde, Diane Harris, Debbie Morrow, Layne Nordgren, Patrick Seigler, (Janet Allen, Lori Broberg, and Sue Golden as available or via other team members)

**Team Name:** Installed Site Evaluation Team

**Charge:** Select sites for evaluation, collect relevant comparative data, identify key differences, assess satisfaction, and identify perceived problems. Include phone, email, and visits to comparable installed sites of vendors.

**Start Date:** July 17, 2000

**End Date:** October 16, 2000

**Products:** Summary of data collection for each site. Recommendations based on data collected.

**Composition:** Fran Budde, Sharon Chase, Zona Flood, Bryce Bockman, Laura Lewis\*, Susan McDonald, Layne Nordgren, Fran Lane Rasmus

**Team Name:** Contract Development Team

**Charge:** Develop contract to acquire and install automated system.

**Start Date:** November 1, 2000

**End Date:** March 1, 2001

**Tasks:** Review contact drafts, negotiate changes, prices, timeline, performance.

**Products:** Completed contract.

**Composition:** Keith Folsom, Lisa Gardner, Layne Nordgren\*, Lenny Reisberg, Consultant

**Team Name:** Data Migration Team

**Charge:** Develop strategies to map, sample, migrate, and test data migration.

**Start Date:** November 1, 2000

**End Date:** September 1, 2001

**Products:** Data Migration Plan and Timeline

**Composition:** Pat Auyong, Jeanine Barndt, Fran Budde, Diane Harris\*, Layne Nordgren, Kerstin Ringdahl, Patrick Seigler

**Team Name:** Migration/Transition Team

**Charge:** Develop migration/transition plan and communicate process, timeline, and progress to key public and staff stakeholders.

**Start Date:** November 1, 2000

**End Date:** September 1, 2001

**Products:** Migration/Transition Plan and Timeline

**Composition:** Sharon Chase, Gail Egbers\*, Zona Flood, Laura Lewis, Layne Nordgren, Fran Lane Rasmus, Lenny Reisberg