Name
The name of this body is the Saskatchewan Digital Alliance (SDA).

Vision
The establishment of the Saskatchewan Digital Alliance in 2006 was inspired by the strategic directions of Multitype Library Board (MLB) in place at the time, specifically to: expand access to content, including digitized information; broaden Multitype partnerships; and, build capacity across the province. Further, the SDA facilitates partnerships with archives, museums, and other service providers: sectors that are normally less active in other Multitype Library Board programs. The SDA continues to support the Multitype Library Board’s strategic directions (revised 2010), notably:

- Engage strategic partners in the continuing development of the multitype library system;
- Identify opportunities for cooperation in order to address emerging issues.

Mission
The Saskatchewan Digital Alliance is a cross-sector, co-operative body that exists to promote and facilitate the development of digital collections* in Saskatchewan.

*The term digital collection refers to an information resource which has been created for digital dissemination. It may have originated in electronic form or converted to electronic form through digitization.

Goals

1. Improve the quality, visibility, long-term access and preservation of digital collections in Saskatchewan, especially those with Saskatchewan content;

2. Encourage collaboration and co-operation and facilitate communication among information sectors such as libraries, archives, museums and other institutions that create and/or preserve cultural content;

3. Provide guidance for Saskatchewan institutions interested in matters relating to digitization and the management of digital collections;
Objectives

1. Compile and make available informational resources related to digital initiatives, including hardware, software, copyright and digital rights management issues;

2. Compile and maintain a set of best practices, including metadata standards, that will encourage interoperability among Saskatchewan’s digital collections and ensure long-term access;

3. Monitor national and international trends in digitization in order to assess the implications for Saskatchewan.

Membership

The SDA will generally be composed of six to nine members, with adjustments as needed to account for current activities.

The group will strive to include representation from:

- Museums Association of Saskatchewan,
- Saskatchewan Council for Archives and Archivists,
- Various sectors including archives, museums, libraries (public, special, school, post-secondary),
- Cultural institutions (including historical and genealogical societies),
- Information providers or content producers, and
- Individuals with expertise and experience with digitization and digital initiatives.

Appointment of SDA members will be confirmed by the Multitype Library Board, with members appointed for two-year, renewable terms.

- Transitional provisions: To facilitate overlapping terms, at least half of the members of the first committee following the 2019 revision will be appointed for a term of one year. The remainder of the members of the committee will be appointed for a term of two years. All subsequent appointments to the committee will be for a term of two years.

A chair or co-chairs will be appointed by the SDA from its membership, for a two-year, renewable term.

The SDA may appoint subcommittees and working groups, composed of both SDA members and non-members.

Meetings

The SDA will meet at least three times per year in person or by teleconference. Meetings will be run under a consensus model.
**Governance and Administrative Support**

The SDA is both a working group and advisory committee to the Multitype Library Board (MLB). In this context, the MLB will:

- Establish appropriate structures to support collaborative projects;
- Confirm new and renewed SDA membership;
- As needed, suggest names for potential new SDA members;
- Provide direction and support to the SDA, to facilitate continuing relevance of the SDA’s activities to the strategic directions and priorities of the Multitype Library Board; and
- Appoint a member of the MLB to act as the liaison between the MLB and the SDA.

In addition to undertaking its goals and objectives focused on community stakeholders, the Saskatchewan Digital Alliance will:

- Advise the Multitype Library Board on digitization and other issues relevant to the SDA’s mandate; and
- Make recommendations about project funding, new initiatives, and other mechanisms to further the SDA’s and MLB’s priorities relating to digital collections.

The Provincial Library and Literacy Office will provide secretariat support, including:

- Planning and organizing meetings in collaboration with the chair;
- Taking meeting minutes;
- Providing communications support, including drafting documents supporting committee activities; and updating MLB information sectors, the general public and other stakeholders about SDA activities through available communication venues (websites, e-mail distribution lists, etc.); and
- Facilitating communication between the MLB and SDA.

**Additional Resources**

Funding for consultants, workshop facilitators, or other requirements may be provided based on available resources, at the discretion of the Provincial Library and Literacy Office. Requests should be made through the Multitype Library Board.