**Mission**

The Vireo Users Group (VUG) is designed to gather and prioritize constituent needs to guide the Texas Digital Library (TDL) on the future development of the Vireo ETD Submission and Management System. Further, the VUG provides avenues for the exchange of information about Vireo development, needs and utilization.

 **Goals or Major Activities**

1. Prioritized lists of user stories are given to the TDL development team.
2. A vote on how product enhancements should be prioritized is conducted {add “at least”} once a year. The Steering Committee selects the enhancements to be included in the vote.
3. Meetings are held at the annual user conference. These meetings give members a forum to express opinions and discuss issues, in person, with other members.
4. The list of enhancements and other documentation are organized and made available on the VUG website.

***User Group Members***

The Members furnish the SC with enhancement ideas, participate in meetings, and participate in the enhancement prioritization vote.

Any individual or institution utilizing Vireo, or with an interest in doing so, can join the VUG. Members may participate in open VUG sessions to learn or to share Vireo requests. Only those with current installations of Vireo may vote on the prioritization of needs.

Although the VUG is sponsored by the TDL (see *Relationship of VUG and the TDL*, below), it welcomes participation by Vireo users worldwide. When the software is released in an open source environment, the VUG hopes to continue its role in service to all Vireo users.

**Vireo Users Group Co-Chairs:**

Laura Hammons – Director, Thesis Office at Texas A&M University

Stephanie Larrison, Electronic Resources Librarian, Texas State University

SC members:

**Other attendees: (?)**

Dana Rooks – Dean, University of Houston Libraries and Vice-Chair of the TDL Governing Board

Ryan Steans – Program Coordinator, TDL

Ladd Hanson – Sr. IT Manager for UT Libraries and Techno

Joe DeVries - Sr. Software Developer/ System Analyst

1:00 – 1:05 Welcome, get people seated

1:05 – 1:10 Introductions: Stephanie and Laura, Ryan and TDL

1:10 –1:30 Member introductions, welcome new members, including non-TDL Vireo users

1: 30 –1:35 Review agenda

1:35 – 2:00 Overview of mission, goals, and organization of the VUG

2:00 – 2:30 – Outcome of October meeting

* Last voting was too long and too complicated
* Considerations for future voting and prioritization: Frequency of use; prioritize votes according to roles (Graduate College, Library); take top vote of every organization so everyone gets a least something they want (must also consider how it will affect everyone else); more frequent voting on a shorter list of choices; criticality
* Request for sharing documentation on VUG wiki that schools have compiled for student/staff/faculty use of Vireo

2:30 – 2:45 Break

2:45 – 3:15 Vireo updates and releases

* Vireo updates since October 2011 meeting
* Next update with fix for faculty view error message when no embargo is selected
* Testing & Rollout

3:15-3:45 TDL and Vireo

* TDL updates schools currently using Vireo inside and outside TDL
* What’s happening with Open Source Vireo
* TDL Development roadmap

Break

Discussion –

* Prioritize development tasks for Vireo for 2012

 TDL helpdesk

Next Steps