

## **Communities and collections**

WinnSpace has a hierarchical structure and it is organized into communities, sub-communities and collections to represent the interests of faculty, staff, and students. Any individual (including non-tenure track and visiting faculty), and any representative of any administrative or other academic organizational unit on campus is allowed to propose a WinnSpace community. A WinnSpace community is a group; generally an academic or administrative unit, such as a department, center, institute that produces research, has a defined leader, has long-term stability, and can assume responsibility for setting community policies. Each community must be able to assign a coordinator who will work with WinnSpace.

### **Basic characteristics of a WinnSpace community:**

- Is a self-constituting group at the University of Winnipeg
- Can designate a coordinator to work with WinnSpace staff
- Produces materials likely to be of some general interest to users in the future
- Has a defined scope
- Has long-term stability
- Produces materials that serve some University mission (research, teaching, administration, historical)
- Can assume responsibility for setting community policies
- Can create a unique “look and feel” of community pages

A WinnSpace collection is a sub-unit of a community (sub-community) designed to contain materials with some characteristic in common, such as departmental working papers, issues of a newsletter, preprints, committee minutes, etc. Individuals may submit items to collections through an established community in WinnSpace. An individual may belong to more than one community