

LIBRARY COMMITTEE

Terms of Reference

Reports to: Faculty Council

Membership: Head Librarian (Secretary)
 Assistant Librarian
 One faculty member from each Division and School

Appointment: By position; faculty selected for three year terms by Faculty Council on recommendation of the Nominating Committee; chair selected by committee

Term: Standing

Purpose: To support library personnel in maximizing operational effectiveness and quality

Terms of Reference:

| Responsibility | Power |
|---|--------|
| To serve as an advisory group in shaping library policy | To act |
| To develop policies relating to library resources | To act |
| To review and assess the effectiveness of library resources and services, and to make appropriate recommendations | To act |
| To study and recommend on the budgetary needs of the library | To act |
| To study and recommend on the physical facilities | To act |
| To communicate with faculty any changes in the NEOS environment that effect library services or policies | To act |
| To promote awareness of library services | To act |
| To address concerns/complaints raised by library users and other interested parties | To act |



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| To approve policies and procedures relating to library resources | To recommend to Faculty Council |
| To consider budgetary needs to support library resources and services | To recommend to VPAA |
| To make recommendations for improvements in physical facilities | To recommend to VPAA |

Agenda and Minutes: Agendas and minutes prepared by the secretary. Minutes are distributed to the members of the Library Services Committee and to the Vice President Academic Administration.

Frequency and Venue: Meetings are scheduled at the call of the chair

Approved by: Cabinet

Date: Handbook 2004
Revised Spring 2009