

## Governance

Academic Board Sub-Committees



### Library Committee

#### Establishment

*When:* Revised by Council at Meeting 2/05 on 21 March 2005 and Academic Board 2/05 on 30 March 2005; revised by Academic Board at meeting 1/07 on 7 March 2007; revised by Vice-Chancellor and President February 17 2010

*By what authority:* Council

*For what period:* Indefinite

#### Role/Terms of Reference

*Nature:* The Library Committee is established to provide advice on matters relating to the University's libraries.

*Terms of Reference:* The Library Committee:  
**Advises** the University Librarian on:

1. Matters related to the development of Library policy, guidelines and practices.
2. The development, implementation and monitoring of the Library's Operational Plan.
3. The review of the Library's Annual Report.
4. The operation of the Library.

**Reports** to Academic Board on:

5. Library policies and guidelines.
6. The Library's Strategic Plan.
7. The Library's Annual Report.

**Reports** to the Vice-Chancellor and President on:

8. Operational and Strategic matters of significance.

*Reporting line:* To Academic Board and the Vice-Chancellor and President

*Quorum:* None

*Procedures prescribed/determined itself:* **Business procedures:**

1. Determined by the Library Committee.
2. Amendments to the constitution of the Committee are to be approved by Academic Board.

**Meeting Agendas:**  
Prepared by the Executive Officer in liaison with the Convener and distributed by the Executive Officer at least seven working days prior to the meeting.

*Frequency of meetings:* As required

*List of any sub-committees:* None

## Membership

*Any categories prescribed:*

1. A senior academic nominated by the Vice-Chancellor and President (Convener)
  2. University Librarian (ex officio)
  3. Deputy University Librarian (ex officio)
  4. Acquisition Librarian (ex officio)
  5. Deputy Vice-Chancellor and Vice-President (Research) (ex officio), or nominee
  6. Vice-President (Services and Resources) (ex officio)
  7. General Manager, Information Technology Services (ex officio)
- Nominee of the Executive Dean (usually the Convener of the Faculty Library Committee) of the:
8. Faculty of Engineering, Computer and Mathematical Sciences
  9. Faculty of Health Sciences
  10. Faculty of Humanities and Social Sciences
  11. Faculty of the Professions
  12. Faculty of Sciences
  13. One currently enrolled undergraduate student
  14. One currently enrolled postgraduate student
- The Vice-Chancellor and President is an ex officio member of all Committees of the University.

*How are members appointed?*

Membership category 1 is to be nominated by the Vice-Chancellor and President  
Membership categories 8 - 12 are nominated by the Executive Deans.  
Membership category 13 is to be nominated by the Adelaide University Union.  
Membership category 14 is to be nominated by the Adelaide University Union.

*Length of terms*

Representatives of Executive Deans are nominated annually.

*Proxies*

Proxies are permitted with the prior approval of the Convener.

*How is the Convener appointed?*

The Convener is nominated by the Vice-Chancellor and President

*Administration (Executive Officer)*

Office of the University Librarian

**Contact person and phone/email**

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**RMO File Number**

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