

SIMON FRASER UNIVERSITY

VICE PRESIDENT, RESEARCH

S.99-36

Memorandum

As Amended
by Senate
Apr 12/99

TO: Alison J. Watt
Secretary, Senate FROM: Bruce P. Clayman
Vice President, Research
SUBJECT: Senate Library Committee DATE: March 11, 1999

I am pleased to convey the recommendation of the Senate Library Committee that its composition be changed in response to the recommendations of the External Reviewers of the SFU Library. The issue of membership on the SLC was considered at the committee's January meeting, and a motion passed; it was reconsidered at its meeting on March 5, 1999 when the following motion was approved:

Motion:

"In response to the External Review of the Library Report Recommendation number 3, we move that the following changes be made to the membership of the Senate Library Committee:

- 1) Replace the current student membership by one undergraduate and one graduate student, elected by Senate, selected by the Simon Fraser Student Society, and one alternate undergraduate and one alternate graduate student, elected by Senate, selected by the Simon Fraser Student Society. An alternate may attend meetings and may vote in the absence of the regular member.
2) Add one Librarian (a voting member), to be elected by the Librarian employee group (2 year term).
3) Add one Library staff person (a voting member), to be elected by the staff employee groups (2 year term).

These changes would take effect 1 June 1999. Terms will be staggered in the first year."

For your information, the present composition of the Senate Library Committee and its terms of Reference are:

Composition:

Table with 3 columns: Position, Election Method, Term. Includes roles like Vice-President, Research and Dean of Graduate Studies - Chair, University Librarian - Secretary, and various Senators and Faculty members.

Faculty member - Education
Faculty member - Science

Elected by and from the Faculty
Elected by and from the Faculty

Term = 2 yrs
Term = 2 yrs

Terms of Reference:

1. Advises the University Librarian on matters relating to the operation of the Library and the liaison between the Library and academic departments and programs. The areas of advice include the following:

- monitoring the continuing response to the Library Review Report recommendations and organizing subsequent reviews every five years
- liaison between the Library and academic programs
- establishing collections priorities
- review of Library performance data
- review of major changes in Library systems or operations

2. Advises the Vice President, Research on matters relating to the size of the Library budget.

3. Approves guidelines for the allocation of the Library materials budget between various fields of instruction and research.

4. Recommends changes in rules and regulations for the operation of the Library, such as the Loan Policy.

5. Reports to Senate annually concerning its activities and the operation of the Library.

The Senate Library Committee meets at least twice each semester at fixed meeting times. Special meetings may be called by the Chair or by three members of the Committee. The quorum is five members.

We are recommending no change to the terms of reference. I shall be pleased to address any questions that may arise with respect to the changes to the membership.

