I. PURPOSE

The Library Committee is an advocacy group for the library, representing the mission and policies of the library to the Motlow Community. The committee is a recommending body to the President, designed to serve the best interests of the faculty, students, and the library.

II. DUTIES

The duties of this committee are:

A. to advise concerning decisions relating to library policies and procedures;

B. to communicate the ideas or views of the entire faculty, staff, and student body;

C. to serve as a communications vehicle to the faculty and student body from the library; and

D. to encourage use of all resources of the library.

III. MEMBERS

A. Standing Members

1. The Director of Libraries (ex-officio)
2. The Data Center Manager or his/her designee (ex-officio)

B. Appointed Members

1. One faculty representing each of the following departments:
   a. Business & Technology
   b. Education
   c. Nursing & Allied Health
   d. Humanities
   e. Languages
   f. Math
   g. Natural Science
h. Social Science

These faculty members serve two-year terms, with one-half of the faculty membership rotating off the committee each year. At the end of the two-year term, another faculty is appointed by the Vice President for Academic Affairs from the same discipline. Members may be appointed where necessary.

2. One member representing alternative instruction: This member is appointed by the Vice-President for Academic Affairs for a one-year term.
3. One member from the support staff of the library: This membership rotates among library support staff. The member serves a one-year term.
4. One member from the support staff of the college: The support staff member serves a one-year term and is nominated by Support Staff Council.
5. One member from Administrative Council of the college: The administrative staff member serves a one-year term and is nominated by Administrative Council.

IV. MEETINGS

A. The committee meets at least once during the each of the spring and fall semesters at a time agreeable to the majority of the committee membership.

B. Additional meetings may be called by the Director of Libraries or the Library Committee Chair.

C. The Chair and Secretary are elected by the committee members annually at the first fall meeting.

D. Minutes of all meetings are distributed to committee members, Vice-President for Academic Affairs, the President, and to others as appropriate. Minutes are kept on permanent file in the library and college archives.