

CHARGE TO THE COMMITTEE ON LIBRARIES

*(As adopted by the Senate of the Academic Council 10/30/69
and amended 5/13/71, 5/31/73, 2/19/76, 5/31/79, 5/29/86, and 11/13/97)*

A. GENERAL CHARGE

The Committee on Libraries, subject to the Charter and Rules of the Senate, shall formulate policies concerning the character and use of the collections and academic information resources of the Stanford libraries, with due regard to the purpose and function of each particular library. It shall exercise the general responsibility of the faculty for the libraries of the entire University.

B. SPECIFIC DUTIES

The Committee has the following duties:

1. Receive the recommendations of the University Librarian and Director of Academic Information Resources and, when appropriate, recommend new policies or changes in existing policies.
2. Review current practices to ensure that the research and instructional needs of the Stanford community are met.
3. Promote coordination of relations among the various libraries at Stanford.

C. REPORTING RESPONSIBILITIES

The Chair of the Committee has the following specific duties:

1. Keep the Academic Secretary apprised of the substantive issues under consideration by the Committee, and report in writing to the Academic Secretary, within seven days of the Committee action, any policy decision or recommendation that may require Senate endorsement.
2. Submit to the Academic Secretary, no later than August 1, one copy of a written Annual Report of the work of the Committee during the year just completed. The Annual Report should observe the current Guidelines for the Preparation of Reports and Proposals to the Senate of the Academic Council.

D. MEMBERSHIP

The Committee shall consist of twelve voting members, including nine members of the Academic Council and three students, at least one of whom will be a graduate student. The Chair of the Academic Council Committee on Academic Computing and Information Systems, or a designated faculty member from that Committee, shall be a co-opted member of C-LIB with vote. The University Librarian shall be an *ex officio* member of

C-LIB. The President of the Stanford Libraries Staff Association will be a co-opted member without vote. In considering policies that bear on the Coordinate Libraries, the Committee shall invite the heads of those organizations to attend relevant Committee meetings as *ad hoc* members without vote.

E. MEETINGS

The Committee shall meet at least six times during the academic year.

F. STAFF SUPPORT

The University Librarian shall provide staff and secretarial assistance to the Committee.