

## **LIBRARY SUBCOMMITTEE**

The Library Subcommittee is a Standing Subcommittee of the Academic Policy and Planning Committee (AP&P). It is charged with primary responsibility for recommending and monitoring, through AP&P, policies related to the collections, services and facilities of the Henry Madden Library. The Library Subcommittee shall also serve as an advisory body to the Dean of Library Services.

The Library Subcommittee consists of:

1. Faculty: Ten to be appointed by AP&P, one from each school and two from the Library.
2. Students: Two, one undergraduate student to be appointed by the Associated Student Senate and one graduate student to be appointed by the Graduate Student Association Council.
3. Ex-Officio: The Dean of Library Services.

In addressing its area of concern, the Subcommittee should:

1. Recommend and monitor all policies and practices relating to the collections, services, and facilities of the Library; consider the funding of the Library and advise the Dean and the University Budget Committee on priorities in the creation of budgets; assist in long range planning for the Library, and evaluate the impact of changes in the University on the collections, services and facilities of the Library.
2. Consult with the Graduate Committee for the purposes of determining the special needs of graduate students and faculty as they impact the operation of the Library.
3. Consider and recommend action on other University policies and practices which may affect the quality of the Library's collections, services and facilities.
4. Reflect and express to the University community the ways in which the quality of the Library is central to the academic mission of the University.
5. Serve as an advisory body to the Dean of Library

Services on other matters brought to it by the Dean of Library Services or matters of an administrative nature it deems relevant to the quality of the Library.

6. Normally meet on a monthly basis during the academic year. The Subcommittee may schedule additional meetings at the request of the Dean of Library Services or on its own motion.

### Reporting

The Library Subcommittee shall report through AP&P on all matters of policy, priorities for budget preparation, long range planning, and the general quality of collections, services and facilities of the Library. It shall also file an annual report with AP&P and the Dean of Library Services.

For matters brought to it by the Dean of Library Services or other matters of an administrative nature it deems relevant to the quality of the Library, the Subcommittee shall report in its advisory role directly to the Dean of Library Services.

The Academic Policy and Planning Committee (AP&P) is the final policy-recommending committee for the Academic Senate, but any alterations by AP&P to policy recommendations coming from the Subcommittee will normally take place only after appropriate consultation by AP&P with the Subcommittee. Appropriate consultation here means that in the event AP&P wishes to alter policy recommendations coming from the Subcommittee, AP&P or its assigned representatives will meet with the Subcommittee to present AP&P's proposed changes and to hear the Subcommittee's views on those proposals. AP&P will then reconvene to reconsider its proposed changes in light of the Subcommittee's views before AP&P forwards its final recommendation to the Academic Senate.