

Student Library Advisory Board

Statement of Purpose

In an effort to maintain open communication between the student body and the administration of the Temple University Libraries, a Student Advisory Board to the Libraries is established through these bylaws. The functions of this board include: (1) to provide a mechanism for student suggestions to the library administration; (2) to involve students in the development of new library programs and facility enhancements; (3) to allow student input in administrative decisions; and (4) to solicit student opinion regarding library programs and services.

By-Laws

It is the purpose of this Advisory Board to represent the various opinions and concerns of the entire student body regarding the libraries and to provide a forum for the library administration to solicit advice from students about library programs and services. For this reason the Advisory Board should be comprised of a diverse group of students who represent the various opinions of the student body.

I. Membership

This committee shall be no larger than nine (9) students who will be appointed according to the following guidelines:

- A. There will be five (5) positions to be filled by undergraduates. They will be selected to the extent practical to represent different colleges and majors.
 - 1. Three (3) of these positions will be appointed by the Temple Student Government President. At least one (1) position will be filled by a freshman or sophomore student.
 - 2. One (1) of these positions will be appointed by the Dean of Student's Office.
 - 3. One (1) of these positions will be filled by a student library employee and appointed by the Dean of University Libraries.

- B. There will be four (4) positions to be filled by graduate and/or professional students. They will be selected to the extent practical to represent different colleges and academic departments.
 - 1. Two (2) of these positions will be appointed by the Temple University Graduate Student Association (TUGSA) President
 - 2. Two (2) of these positions will be appointed by the Dean of the Graduate School.

- C. The Temple Student Government President, the TUGSA President, and the Dean of University Libraries will serve as ex-officio members of this board.

D. The Chair of the board will be elected by a vote of the board members at their first meeting of the new academic year. The Chair is invited to all meetings of the Faculty Senate Library Committee as a non-voting guest.

E. All appointments will be submitted to the Dean of University Libraries.

F. Each member shall be appointed to a one-year term. Members may be re-appointed.

G. Appointments to the Board for the following academic year will be made during the Spring term and should be completed by the first week of May.

II. Meeting Policies

A. The first meeting of the new Board will occur no later than the fourth week of September and will be convened by the Dean of University Libraries. At the first meeting, the Board will elect a Chair by vote of the Board members. The Board will establish a proposed schedule of meetings for the academic year.

B. The Student Library Advisory Board shall meet with the Dean of University Libraries and/or his or her senior staff at a recommended frequency of once a month during the academic year. Meetings may be canceled or rescheduled according to the discretion of the Chair.

C. A standing invitation to attend is extended to the Senior Associate University Librarian, Associate University Librarian for Research and Instructional Services, and the Assistant University Librarian for Organization and Planning and/or other senior library administrative staff.

D. Other guests may be invited by the board or its chair as deemed appropriate.

E. Attendance at all meeting is expected for members of the Advisory Board. If a member is unable to attend a meeting he or she should contact the Office of the Dean of University Libraries to announce his or her inability to attend.

F. If a member of the Advisory Board is no longer able to fulfill his or her duties, he or she must notify the Chair of the Advisory Board in writing.

III. Committee Operations

A. The agenda for each meeting will be set by the Chair according to the concerns of the student body and the suggestions of the Dean of University Libraries. Members should submit agenda items to the Dean of University Libraries' office no fewer than five days prior to meetings.

B. A secretary will be selected from the members of the board to record minutes of

meetings. The chair will also submit a report that summarizes the work of that year's Board, along with recommendations for the next Board. This report will be submitted to the Dean of University Libraries and the Dean of Students.

- C. The board shall solicit input from and report to the student body through appropriate means in order to fulfill the purpose of the board.

IV. Amendments

- A. These by-laws may be amended by a two-thirds majority vote by members of the Student Library Advisory Board.

Revised 05/07/08