

BYLAWS for the LIBRARY AFFAIRS COMMITTEE

(as amended and approved September 25, 2015)

Article I

The Library Affairs Committee is a Standing Committee of the Faculty Senate (Senate Bylaws Art II, Sec. 3, (i))

Article II

The Library Affairs Committee is charged with the responsibility to review and recommend policies and procedures pertinent to Odum Library and its use, and to review and make recommendations related to library allocations.

Article III

Section 1:

Selection:

Members of Standing Committees are nominated by the Committee on Committees and approved by the Senate. Membership is assigned to properly represent each College and Division. (Senate Bylaws Art. II, Sec. 3, (a))

Section 2:

Membership:

- a. Two of the members of be Senators, one of whom is chair. Ibid.
- b. The Director of the Library and the Head of Acquisitions, Serials, and Collection Development are ex-officio members of the Library Affairs Committee. In addition, ex officio members may be appointed by the Committee on Committees. All ex officio members on standing committees will be nonvoting members. The Standing Committee may nominate ex officio members to the Committee by sending a request in writing to the Committee on Committees.

Terms:

- a. All committee members serve three years-staggered terms. Terms are staggered by the Committee on Committees. (Senate Bylaws Art. II, Sec. 5 (a, b, c)). Terms of Committee members and chairperson begin on September 1 and end on August 31.

- b. Subcommittee terms are determined by the Standing Committee

Resignations:

- a. Resigning members must submit to the chair of the Committee a written resignation. A copy of all resignations must be submitted to the Committee on Committees within one week of receipt of the resignation by the Committee chair. The Committee on Committees appoints replacements.

Article IV (Officers)

- a. The Committee chairpersons and chairpersons-elect must be Senators and are appointed by the Committee on Committees for a term of (1) year. The terms of chairpersons
- b. Subcommittee chairs must be members of the Library Affairs Committee and will be nominated by the Chair of the Standing Committee and approved by vote of the Standing Committee.

Article V (Subcommittees)

- a. Authority: Senate Bylaws, Art. II, Sec. 5 (h)
- b. The Committee on Committees will be informed by each Committee chairperson of the membership of subcommittees in time to include them in the Fall listing of the Faculty Handbook.
- c. Officers other than the chair will be determined by the subcommittee chair and approved by the vote of the Standing Committee.
- d. Members of the subcommittee will be appointed by the subcommittee chair and decided by the vote of the Standing Committee.
- e. Subcommittees will keep a record of written minutes, which will be reported at the next official meeting of the Standing Committee. Minority reports are optional.
- f. At the first fall meeting, the continuation of subcommittees must be decided by the vote of the Standing Committee.

Article VI (Procedures)

The Library Affairs Committee will follow procedure as outlined in the Senate Bylaws, Art. II, Sec. y, a through d.

- e. For a quorum, at least half of the voting members must be present and no more than half of those voting members present can be serving as proxies.
- f. All proxies must carry to the meeting a memo designating their purpose as a proxy. A faculty member must chose a faculty member as a proxy. A student member must choose a student member as a proxy.

- g. Voting will be conducted by a show of hands unless a paper ballot is requested from the floor. All motions must be passed by a simple majority of those present.

Article VII

- a. Student members are entitled to voting privileges.