

Library Advisory Committee for the Faculty of Engineering and Applied Science Terms of Reference (September 2017)

Purpose

- To provide a forum for the Library and the Faculty of Engineering and Applied Science community at Queen's University to discuss and inform Library services and strategic priorities. See [Queen's University Library Strategic Priorities](#).

Reporting

The Committee is advisory to the Vice-Provost and University Librarian, who collaborates with the Dean of the Faculty of Engineering and Applied Science.

Membership

- All departmental library representatives in Engineering and Applied Science
- 1 graduate student from Engineering and Applied Science
- 1 undergraduate student from Engineering and Applied Science
- Ex-officio members:
 - Head Engineering and Science Librarian (chair)
 - Librarians with liaison responsibilities in Engineering and Applied Science
 - Dean, Faculty of Engineering and Applied Science or delegate
 - Vice-Provost and University Librarian or delegate
 - Head, Open Scholarship Services, Queen's University Library
 - Head, Collection Development and Assessment, Queen's University Library
 - Head, Discovery and Technology Services, Queen's University Library
 - Head, Information Services, Queen's University Library

The term of office for faculty and student members is one year, with the possibility of extension.

Meetings and Communication

- Meetings will be held twice a year, or as needed.
- All faculty members of the Faculty of Engineering and Applied Science are welcome as guests at meetings.
- The minutes will be posted on the Queen's University Library public web site.

These terms of reference will be reviewed annually.