

Background:

Queen's University Library would like to introduce a new Library Advisory Committee for the Faculty of Health Sciences. There is an existing Bracken Library Advisory Committee reporting to the Faculty of Health Sciences Faculty Board. The goal of the proposed new committee is to broaden the influence of the Health Sciences user community in relation to the Queen's University Library system as a whole as well as the Bracken Health Sciences Library, and to reinforce the strong relationship between the Library and the Faculty. In the proposed terms, the Committee is "advisory to the Vice-Provost and University Librarian who collaborates with the Dean of the Faculty of Health Sciences." This is consistent with the Library Advisory Committees relating to other Faculties. The committee membership would remain essentially the same, except the ex officio membership is broadened and the Head Health Sciences Librarian is offered as Chair. The Head will work with each School in the Faculty of Health Sciences to appoint the faculty and student members

Motion:

That the Faculty Board suspend the current Bracken Library Advisory Committee at the end of the 2016-17 academic year, with the understanding that a new Library Advisory Committee for the Faculty of Health Sciences will be implemented by Queen's University Library in the 2017-18 academic year.

BRACKEN HEALTH SCIENCES LIBRARY ADVISORY COMMITTEE

Membership

The Bracken Health Sciences Library Advisory Committee shall include:

Five Faculty of Health Sciences faculty members: one clinician and one basic scientist from the School of Medicine, one faculty member from the School of Nursing, one faculty member from the School of Rehabilitation Therapy, one faculty member from the Faculty of Arts and Science; four students, with one from each of the following – Medicine, Nursing, Rehabilitation Therapy, Life Sciences; one graduate student from the Faculty of Health Sciences; one Resident. Faculty representatives shall serve for a two-year term and shall be eligible for re-election; the houses-staff and student representatives shall serve for a one-year term and shall be eligible for re-election.

Ex-officio member shall be: Dean, Faculty of Health Sciences or delegate; University Librarian or delegate; Head, Bracken Health Sciences Library; Collections and Assessment Librarian, and the Director of the Office of Health Sciences Education.

Officers

The Chairperson shall be appointed by the Dean, Faculty of Health Sciences, from the membership. Secretarial support for this Committee will be provided by Bracken Health Sciences Library.

Meetings

The Chair of the Committee shall call the meetings, as required, but no less than 3 times per year.

Terms of Reference

To serve as a users' committee with the primary purpose of informing the Head, Bracken Health Sciences Library, of the concerns and needs of the health and life sciences users communities.

To advise on changes in the range of user services offered by the Bracken Library; to ensure that, where appropriate, policy issues are brought to the attention of Faculty Board for action.

To gather information and submissions as necessary from the Bracken Health Sciences Library users in support of reports and proposals concerning Bracken Health Sciences Library.

To maintain awareness of policies and practices of the Queen's University library system as they pertain to the Bracken Health Sciences Library and its users.

To contribute to effective communication with the constituencies served primarily by the Bracken Health Sciences Library.

To maintain liaison with the Senate Library Committee.

To report to Faculty Board as required, but at least annually.

Ex-officio membership revised February 7, 2013 Faculty Board

Membership revised 1 Feb, 2007 Faculty Board (deleted Health Informatics Coordinator and deleted Kingston Area Health Libraries Association)

Committee name change– “Bracken Health Sciences Library Advisory Committee” – February 5, 2004 Faculty Board.

Membership change – February 5, 2004 Faculty Board

Membership addition – March 3/94 through Faculty Board

Terms of Reference – January 1993;

Library Advisory Committee for the Faculty of Health Sciences

Terms of Reference (2017)

Purpose

To provide a forum for the Library and the Faculty of Health Sciences community at Queen's University to discuss and inform Library services and strategic priorities, including,

- how the Library can enhance the Faculty of Health Sciences' student learning experience through the delivery of learning opportunities, a virtual environment of information services and resources, and appropriate spaces, services and research resources
- how the Library can strengthen the research prominence of the Faculty of Health Sciences through the development of a comprehensive information resources strategy, expanded data curation and scholarly communications services, and access to information resources that complies with the Accessibility for Ontarians with Disabilities Act
- how the Library is ensuring financial sustainability through its stewardship of acquisitions funding, ongoing assessment of Library services and resources, and through the effective deployment of library staff who are supported with ongoing training and professional development
- how the Library supports raising the international profile of the Faculty of Health Sciences by supporting international research engagement and developing library services that support Queen's University's priorities for "international mobility, "international enrolment", and "international at home".

Reporting

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

Membership

- 5 faculty members: clinician, School of Medicine; basic scientist, School of Medicine; faculty member, School of Nursing; faculty member, School of Rehabilitation Therapy; faculty member, Faculty of Arts and Science cognate department.
- 4 students from each of the following: School of Medicine; School of Nursing; School of Rehabilitation Therapy; Life Sciences & Biochemistry.
- 1 graduate student
- 1 resident (School of Medicine, PGME)
- Ex-officio members:
 - Head Health Sciences Librarian (Chair)
 - Librarians with liaison responsibilities in Health Sciences
 - Dean, Faculty of Health Sciences or delegate
 - Vice-Dean Education, Faculty of Health Sciences
 - Vice-Provost and University Librarian or delegate
 - Head, Academic 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 non-ex-officio members is two years for faculty and one year for students, with possible extension.

Meetings and Communication

- Meetings will be held twice a year, or as needed.
- All faculty members of the Faculty of Health Sciences are welcome as guests at meetings, with advance notice to the Chair.
- The minutes will be posted on the Queen's University Library public web site.
- An annual report of the Library's Advisory Committee will be posted annually on the Queen's University Library public web site.

These terms of reference will be reviewed annually.