

HLLR Process for Committee Appointments

Preamble

From time to time HLLR is requested to appoint a member to represent HLLR and/or college library interests on a specific committee. These requests may come from a provincial body, or may come from another consortia, etc. In order to be fair to all members the following process will determine committee appointments.

Guiding Principles

1. HLLR will ensure fairness to all college libraries/LRCs
2. Consideration should be given to the member best able to represent the constituency requested
3. Consideration should also be given to sharing the appointments so that different members have the opportunity to represent HLLR
4. All college libraries/LRCs will be asked for input
5. Committee appointments will be voted by the membership in a timely fashion
6. Each candidate would have to agree to represent the majority of member libraries & not their own individual library/LRC while on the committee

Process

1. The HLLR Chair, in consultation with the Executive will determine qualities and criteria for the member required
2. The Chair will then send out a call on the HLLR listserv for volunteers to sit on specific committees and will include the necessary qualities for the member to possess for the specific committee.
3. Each candidate will be asked to indicate why s/he is interested, and what s/he feels they could contribute.
4. The HLLR Chair in consultation with the Executive will determine that each candidate has met the criteria.
5. Once determined the Secretary will send out a voting list to all members. The voting list will include each candidate's interest & contribution expressed.
6. Voting will be done confidentially via email to the Secretary.
7. The Chair will cast a vote only in the event of a tie.
8. The results will then be announced to the membership through the HLLR listserv.
9. The appointment term will be 1 year unless otherwise stated.
10. Should 1 committee evolve into another, that evolved committee will be considered new and as such the same process will apply.