LFPA Committee Final Report

Committee Name: Committee on the Code and Bylaws

Committee Chair: Heather L. Mac Bean


Fiscal Year: 2016

Standing Charges:

3.3.8.1 The Committee on the Code and Bylaws shall be responsible for reviewing the Library Faculty and Professionals Assembly Code and Bylaws, as well as any proposed amendments, and for ensuring that all sections and parts of the Code and Bylaws are internally uniform and conform to the stated purpose of the Library Faculty and Professionals Assembly (see 1.1 of the Code). The Committee shall, upon request of any Library Faculty and Professionals Assembly member or committee conveyed through the Executive Committee, also render interpretive decisions as to the meaning of a particular section or parts of the Code and Bylaws. The Committee on the Code and Bylaws’ recommendations and decisions shall be forwarded to the Library Faculty and Professionals Assembly Executive Committee. (These are the standing charges under the current Code and Bylaws not the charges that take effect on July 1, 2016)

Standing Charges Progress Summary (please include progress and/or accomplishments related to Standing Charges): Provided advice to the Sabbatical & Post-Tenure Review Committee regarding restrictions on membership (complete).

Special Charges:
The Committee’s special charge for the year was to participate in the rewrite of the LFPA Code and Bylaws as proposed in the Ad hoc Committee on Library Governance Structure report (September 30, 2015). During spring 2016, two members of this Committee were on the Ad hoc Committee on Library Governance Structure that was charged to draft a new Code for the proposed new organization, and one member provided a review of the edits to the new Code.

Special Charges Progress Summary (please include progress and/or accomplishments related to Special Charges): Special Charge was completed on May 2, 2016. (Closure of voting window and acceptance of the new Code.)

Progress on Previous Year’s Recommendations (if applicable, please describe any progress or work towards last year’s committee recommendations): Special Charge was completed on May 2, 2016. (Closure of voting window and acceptance of the new Code.) The charge to update the
roster of assembly members at frequent intervals is one of the potential charges for the future committee.

**Other Activities or Accomplishments:**

**Recommendations:** Be prepared to assist the Library Faculty Assembly (LFA), Library Staff Assembly (LSA) and Library Faculty and Staff Assembly (LFSA) in the interpretation of the new Code and provide direction to the Assemblies for any Code amendments that may occur during the 2016-17 Calendar Year.

**Potential Charges for Future Committees:** We recommend that the future committee seek to update the roster of members for LFA, LSA, and LFSA at frequent intervals, since this will provide a more accurate count for when quorum is reached for the various assemblies. We also recommend that the future committee ensures the Code is accessible to all members of the Assemblies on a library governance website maintained by the LFSA Executive Committee.

**Prepared By: Heather L. Mac Bean, Chair**