



## **Advocacy Committee Terms of Reference**

### **Mandate**

The Advocacy Committee is a standing committee of CAPAL with a mandate to advocate for the rights, professional autonomy and interests of academic librarians; to research and develop informed opinions which may be used in communications with members and the public; and to work with the standing committees, CAPAL's Board of Directors and external organizations in the promotion and advancement of issues and causes.

### **Objectives**

The committee shall:

- Develop strategies and initiatives to advance and promote issues of professional interest to academic librarians;
- Develop and review position statements articulating the rights and responsibilities of academic librarians;
- Respond to issues as requested by the Board of Directors.
- Establish ad-hoc working groups as necessary to conduct the work of the committee.

### **Members and Composition**

Membership in the committee includes eight to ten CAPAL members, one of whom shall serve as Chair. The Chair is a non-voting member of the Board of Directors by virtue of the position. The Chair and members are recruited by the Nominating Committee and appointed by the Board of Directors for a two-year term. Members can serve two

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consecutive terms. Chair or individual members can be removed by a resolution of the Board of Directors.

### **Meetings and Quorum**

The Committee shall meet every six weeks and during the annual CAPAL conference. Additional meetings can be called by the Chair or by any two committee members. Quorum shall consist of a majority of those present. Informal meeting minutes will be kept and available to CAPAL members upon request. The Chair or designate will report on the committee's activities to the Board of Directors and at CAPAL's annual general meetings as requested by the Board of Directors and at other times as appropriate.

**Approved by the CAPAL/ACBES Board: June 18, 2024**