



STANDING COMMITTEE ON EDUCATION AND PROFESSIONAL DEVELOPMENT TERMS OF REFERENCE

Mandate

The Education and Professional Development Committee is a standing committee of CAPAL /ACBES with a mandate to:

- ☐ Share educational and professional development opportunities with current library students and academic librarians in Canada
- ☐ Raise awareness of issues regarding the current state of library education in Canada
- ☐ Monitor accreditation process in Canadian library education and seek out opportunities for CAPAL involvement

Objectives

The committee shall:

- ☐ Maintain regular communication regarding educational and professional development opportunities
- ☐ Maintain regular communication with the Board of Directors regarding the work of EPD
- ☐ Assess members' professional development needs periodically, and promote and develop workshops and activities.
- ☐ In matters of advocacy, we will work with advocacy committee to aid with raising and resolving issues pertinent to education and professional development

Members and Composition

Membership in the committee includes up to ten CAPAL/ACBES 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 is recruited by the Nominating Committee and appointed by the Board of Directors for a two-year term. At least one member will liaise with the Student Committee and will facilitate information exchange between the student chapters and the EPD Committee. There are no term limitations for general members. Members are responsible for attending at least one out of every three meetings and are expected to participate in the activities of the committee.

Meetings and Quorum

The Committee will meet bi-monthly or at the discretion of the current Chair when needed. Meetings can be called by the Chair at the request of any Committee member. Quorum will consist of 50% plus one of the current membership. The Chair will report on the Committee's activities to the current board at the annual general meeting, and at any time upon request of the Board.

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