



NATIONAL STUDENT COMMITTEE TERMS OF REFERENCE

Mandate

The National Student Committee is a standing committee of CAPAL /ACBES Board, representing, supporting and advocating for student members of CAPAL/ACBES as well as emerging professionals.

Objectives

The committee shall:

- Encourage LIS students interested in academic librarianship to become CAPAL /ACBES members, join or form a local student chapter, and participate within the wider CAPAL /ACBES community
- Coordinate communications and activities among student members across Canada
- Organize professional development opportunities for LIS students
- Represent the interests of student members
- Advocate for issues related to emerging professionals
- Operate on a policy of inclusivity to welcome as many interested LIS students as possible to the CAPAL /ACBES community

Members and Composition

The Student Committee Chair (also known as the Student Committee Liaison), must be a current CAPAL member who is completing an MLIS degree or equivalent, OR has recently graduated (within the last 3 years) from an MLIS degree or equivalent program. 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 minimum of one-year term. Additionally, the outgoing chair must serve a one year term as a member-at-large supporting the incoming Chair and ensuring knowledge preservation.

Committee members consist of:

- The Chairs of local student chapters from Canadian LIS schools
- At least one liaison from the Education and Professional Development Committee
- And/or individual student members who do not have a local chapter in their area

Meetings and Quorum

The Committee shall meet monthly during the academic year, and as needed during the summer semester. The Student Committee will meet during the annual CAPAL/ACBES conference (if student members are able to attend the annual conference). Additional meetings may be called by the Chair or requested by any committee members. A majority of those present and voting shall constitute quorum. Informal meeting minutes will be kept and be made available to CAPAL/ACBES members upon request. The Chair will report on the Committee's activities to the CAPAL/ACBES Board, at the annual general meeting as requested by the Board, and at other times as appropriate.

Approved by the CAPAL/ACBES Board: June 29, 2026