

THE ALBERTA LIBRARY

Terms of Reference

Post-Secondary Sector Core Project Team

Type of Committee

Project Team

Purpose

The Post-Secondary Sector Core Project Team is established to provide advice to The Alberta Library's Licensing Services Committee and licensing staff on the development of the licensing program particularly with respect to products licensed on behalf of post secondary members of TAL.

Committee Responsibilities

- To consult with member post secondary libraries to seek feedback on the desirability of creating a sector specific core of products.
- To recommend additional products for licensing for a post secondary sector core.
- To communicate back to the member libraries, the Licensing Services Committee and to the Post-secondary Library Directors Standing Committee about outcomes and the work of the project team.
- The team will complete its work no later than February 29, 2012.

Budget

Members are reimbursed for any meeting expenses. Costs are covered under the Licensing Service Committee budget

Membership and Composition

The Chief Executive Officer will appoint a maximum of 5 members to the Project Team.

The Project Team shall choose a Chair.

The Chief Executive Officer and Licensing Librarian will be ex-officio members. Other TAL staff may be called upon as resources as necessary.

Reports

The TAL staff liaison, in consultation with Project Team members, is responsible for reporting on the work of the Project Team. Meeting notes and other relevant documentation will be submitted to the Licensing Services Committee and TAL Executive through the Chief Executive Officer.

Meetings

Meetings of the Project Team will be held by teleconference as needed and will be at the call of TAL's Licensing Librarian in consultation with the Chair.