

TERMS OF REFERENCE AFBI LIBRARY COMMITTEE

1 OBJECTIVES OF THE LIBRARY COMMITTEE

- 1.1 The Library Committee will meet regularly to form an effective link between the AFBI Library service and library users.
- 1.2 The Library Committee will assist the Library to deliver a user-focused service and advise on resource priorities.

2 MEMBERSHIP

- 2.1 The membership will be made up of representatives from each of the following:
 - representatives from the major AFBI divisions
 - postgraduate students based at AFBI
 - the AFBI Librarian and the Assistant Librarians
- 2.2 The Library Committee will meet twice a year usually in January and June. An AFBI representative will Chair the Group. The Group will be serviced by library staff.

3 DUTIES

- 3.1 To ensure on-going liaison between users and the library on all matters of mutual interest including new resources and training requirements.
- 3.2 To provide advice on issues relating to the development of the AFBI Online portal and delivery of electronic services.
- 3.3 To ascertain from library users opinions on services, resources and development.
- 3.4 To co-ordinate the annual journals review exercise within each subject area