

3359-02-03 University libraries administration.

(A) Dean of university libraries.

- (1) The dean of university libraries shall be appointed by the board upon recommendation of the president; shall be responsible to the president through the senior vice president and provost. The dean shall hold office at the discretion of the senior vice president and provost.
- (2) Among the dean's duties shall be to: act as administrative head of the university libraries and be charged with the general supervision thereof; recommend the allocation of available funds for the university libraries use among the colleges and departments; recommend to the senior vice president and provost appointments to, and dismissals from the staff; purchase, classify, catalog, and prepare for circulation all books and periodicals; take reasonable precautions for the preservation and safeguarding of all books, documents, equipment, and other property; submit to the president an annual report concerning the activities, conditions, and needs of the university libraries and notify the senior vice president and provost of budgetary needs; prepare, in consultation with university libraries faculty and staff, an annual strategic planning update; and offer students and faculty such formal and informal aids in the use of the university libraries as occasion demands.

(B) Librarian of the school of law.

The librarian of the school of law shall be appointed by the board upon recommendation of the president; shall be responsible to the president through the dean of the school of law and the senior vice president and provost; shall hold office at the discretion of the president; shall administer the school of law library in accordance with good practice; and shall utilize the access services division of the university libraries to assist in the operation of the school of law library.

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Certification: _____
Ted A. Mallo
Secretary
Board of Trustees

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