

Utah Academic Library Consortium (UALC)  
Systems Committee Charge

**The Systems Committee will foster and maintain a dialogue with partner libraries to share technological insights and solutions to promote partnership and a broader understanding of IT in Utah's academic libraries.**

**The Systems Committee will complete its charge by:**

- Holding meetings regularly
- Sharing solutions to relevant problems
- Documenting meeting discussions through online agendas and minutes
- Providing updates to UALC Council, as needed

**Membership and Terms of Service**

- The Systems Committee consists of individuals from UALC member libraries.
- The Systems Committee Chair will serve on a volunteer basis for a two-year term and rotate before the face to face meeting in the spring. In the case of multiple volunteers, the liaison will select the chair. If no one volunteers to serve as chair, the liaison will nominate a chair to serve for the two-year term.
- A member of UALC Council will be designated as the liaison between the Systems Committee and UALC Council.

**Meetings**

The Systems Committee will meet 4-6 times per year, more frequently as needed. All meetings will be held virtually with the exception of an annual in-person meeting held during the Spring.

**Roles and Responsibilities**

The Systems Committee collaborates with its Council Liaison to develop annual goals. These goals are approved and/or reaffirmed by the UALC Council.

The Systems Committee Chair works with the Council Liaison and other members of the Systems Committee to fulfill annual goals and other tasks designated by the UALC Council.

Systems Committee members are encouraged to share IT related- information which may be relevant to other UALC libraries.

Projects for the Systems Committee may be requested by other UALC committees or groups. These projects should be vetted by the UALC Council upon being informed of the need by the suggesting UALC committee liaison, with UALC Council approved tasks being communicated to the committee via the Systems Committee Council Liaison.

Reviewed and Accepted by UALC Systems Committee 6/16/16  
Reviewed and Accepted by UALC Council 8/5/16