

BYLAWS. CENTRAL PUBLIC SERVICES. UNIVERSITY LIBRARY.

UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN.

Article I. Name

These are Bylaws of the Faculty of the Central Public Services Division of the Library of the University of Illinois at Urbana-Champaign.

Article II. Purpose and Superceding Authority

These Bylaws are a supplement to and are mandated by the Bylaws of the Library of the University of Illinois at Urbana-Champaign and are intended to provide a framework for the effective conduct of Central Public Services Division activities. In case of conflict, the Library Bylaws and University of Illinois Statutes will prevail.

Article III. Membership

The Central Public Services division shall consist of all those persons appointed in the following Units who fulfill the requirements of membership in the Library faculty as defined in Article III, Section 1, of the Library Bylaws and Academic Professionals in the following libraries: Business Information Services, Central Access Services, Government Information Services, Scholarly Commons, Scholarly Communications and Publishing, Research and Information Services, the Undergraduate Library, the University Laboratory High School Library, and any other faculty appointed to the division.

1. Each CPS faculty member and Academic Professional shall have one vote. As per the Library Bylaws, only tenured and tenure-track faculty may vote on Bylaws changes.
2. The Library Staff Support Committee representative is a non-voting member of the Division.
3. Persons appointed to positions as Acting or Interim Head of any unit in the Division are considered members of the Division for the duration of that appointment and shall have one vote.

Article IV. Division Coordinator.

Section 1. Duties.

In addition to the duties enumerated in Article VI, section 3c of the Bylaws of the Library of the University of Illinois at Urbana-Champaign, the Division Coordinator is responsible for reporting on the discussions, deliberations, and decisions of the Library administration to the faculty of Central Public Services and for conveying the concerns of the Division to the Library administration.

Section 2. Evaluation.

The Division Coordinator shall be evaluated in accordance with the provisions of Article VI, sec.3.C.3 of the Bylaws of the Library of the University of Illinois at Urbana-Champaign.

Article V. Advisory Committee.

Section 1. Membership.

The Central Public Services Advisory Committee (CPSAC) shall consist of all tenure track faculty and tenured faculty in the Divisional libraries enumerated in Article III, Section 1 of the Library Bylaws, and all faculty appointed to the Division.

Section 2. Meetings.

The advisory committee shall meet at the call of the Divisional coordinator or of a majority of the members of the advisory committee, but there shall be at least one meeting called each semester for consideration of Divisional governance, policy, and other business.

Section 3. Purpose and Responsibilities.

The advisory committee shall:

1. provide for the orderly voicing of suggestions for the good of the Division;
2. recommend procedures and committees that will encourage faculty participation in formulating policy;
3. conduct an evaluation of the Divisional coordinator at least once every three years and, if necessary, recommend removal of the Divisional coordinator before a term has expired;
4. advise on the appointment of Divisional committees;
5. advise on the appointment of faculty in the Division;
6. make recommendations for external and internal referees for Divisional candidates for promotion and tenure. A subcommittee of all tenured faculty members of the appropriate rank shall serve for purposes of deliberating on recommendations for promotion and tenure. For promotions to full professor, a special subcommittee of three persons consisting of full professors from the Division, or from other Divisions, as necessary, shall make recommendations.
7. provide feedback on requests for sabbatical, especially with respect to staffing and unit coverage.

Article VI. Amendments to the Bylaws.

Amendments to the Bylaws are made by ballot after due notice and discussion, as provided in this article. A proposition to amend the Bylaws must be submitted to the Faculty in writing at least ten days before a regular or special meeting called for discussion of the proposed amendment(s). Final action on a proposed amendment may be taken at the next regular or special meeting following the one at which it was introduced. By resolution of the Faculty, an amendment introduced at a regular or special meeting may be submitted to the Faculty for final action by electronic or mail ballot. Amendments to the Bylaws are adopted by a two-thirds majority of those present and voting at a properly called meeting or by electronic or mail ballot.

Revised 7/5/2006; 11/1/2012; 9/9/2014; 6/3/2016