

Information Literacy Roundtable Bylaws

ARTICLE I Name

The name of this unit shall be the Information Literacy Roundtable of the Michigan Library Association.

ARTICLE II Goals and Objectives

The goals and objectives of the Roundtable shall be consistent with the goals and objectives of the Michigan Library Association. The specific goals and objectives of the Roundtable shall be:

- To assist libraries in the State of Michigan in the development of programs that promote information literacy;
- To provide continuing education programming to the membership on issues of information literacy and instruction; and
- To promote the educational role of librarians.

ARTICLE III Membership

Any person who is a member of the Michigan Library Association and is supportive of the goals of the Roundtable may become a member of the Roundtable as provided by the Constitution and the Bylaws of the Michigan Library Association. Each member shall have the right to vote.

ARTICLE IV Officers and Executive Board

Section 1. The officers of the Information Literacy Roundtable shall be Chair, Chair-Elect, and Secretary/Historian.

Section 2. The Roundtable Executive Board shall consist of the officers, the Immediate Past Chair, a PREMIER project manager (ex officio, non-voting), two elected Members-at-Large, and an additional Member-at-Large who shall be placed in the position by being the candidate with the second most votes in the election for Chair-Elect. Executive Board members are elected by the members of the Roundtable in accordance with the Michigan Library Association election procedures.

Section 3. All Executive Board members shall perform the duties pertaining to their positions, those specified in the MLA Manual, and other duties as may be required to implement the programs of the Roundtable.

Section 4. The terms of office for all Executive Board members shall coincide with the fiscal year of the Michigan Library Association. Officers and the Immediate Past Chair shall serve for one year. The Member-at-Large who placed second in the election for Chair-Elect shall serve for one year. Other Members-at-Large shall serve for two years (staggered terms).

Section 5. The Chair-Elect shall perform the duties of the Chair in the event of the Chair's absence or incapacity. A vacancy in the office of Chair shall be filled by the Chair-Elect. This shall not prevent his/her succession as Chair for the following term. If the offices of Chair and Chair-Elect become vacant, the Roundtable Executive Board under the direction of the Immediate Past-Chair shall be responsible for calling a special election for the purpose of filling the vacant positions.

Section 6. Any other vacancy on the Roundtable Executive Board shall be filled by appointment by the Chair with approval of the Roundtable Executive Board. Such appointments will end at the completion of the term of office for that position.

Section 7. The Chair shall appoint a Nominating Committee, consisting of at least two members of the Roundtable, to be responsible for submitting a slate of candidates to the Roundtable Executive Board for approval. The slate will include candidates for the positions of Chair-Elect, Secretary/Historian, and Members-at-Large in the accordance with the Bylaws of the Michigan Library Association and with the Bylaws of this Roundtable.

Section 8. Members may not serve more than two consecutive elected terms in the same position.

ARTICLE V Committees

Section 1. Special committees may be established by the Chair as needed. Standing committees may be established by the Roundtable Executive Board.

Section 2. Appointments to committees shall be made by the Chair. The Roundtable Chair shall designate the chair of each committee and shall formulate the charge for each committee. Terms of membership on these committees shall correspond with that of the Roundtable officers.

Section 3. The Chair of the Roundtable is an ex-officio member of all committees except the Nominating Committee.

Section 4. The PREMIER project is a professional development service of the Information Literacy Roundtable. The steering committee for the project is the Roundtable Executive Board. The project manager is appointed by the steering committee and serves as an ex officio, non-voting member of the Executive Board.

Section 5. The Information Literacy Award Committee: This committee will seek nominations for the annual award to be presented on behalf of the Information Literacy Roundtable to a Michigan library advocate, from any type of library, who has made an especially significant contribution to instructional activities in libraries. This committee will operate under guidelines approved by the Roundtable Executive Board.

ARTICLE VI Meetings

Section 1. The annual meeting of the Roundtable shall be held in conjunction with the Annual Conference of the Michigan Library Association, or at a time to be determined by the Roundtable Executive Board.

Section 2. Special meetings of the Roundtable may be called by the Executive Board, or by the Chair at the written request of 25% of the members of the Roundtable. Three weeks notice shall be given. The purpose of the meeting shall be stated in the call and only business specified in the call shall be transacted.

Section 3. Those members present shall constitute a quorum of the Roundtable for the transaction of business.

ARTICLE VII Policies

The policies of the Roundtable shall be consistent with the Constitution and the Bylaws of the Michigan Library Association, and the Bylaws of the Roundtable.

ARTICLE VIII Amendments and Bylaws

Section 1. These Bylaws may be amended by a majority vote of the members present at an annual or special meeting of the Roundtable (provided that the question was stated in the call of the meeting), or by any other means consistent with the Constitution and the Bylaws of the Michigan Library Association.

Section 2. If any part of the Bylaws cannot be implemented, the Executive Board of the Michigan Library Association shall determine the appropriate action to be taken.

Article IX Dissolution of the Roundtable

The Roundtable may be dissolved as provided in the Bylaws of the Michigan Library Association.

Amended June 4, 2004