

LIBRARY LIASION

Revised December 9, 1993; March 29, 1995; October 2, 2017; September 10, 2019

I. The job of the Library Liaison is to represent the needs of the history department to the University Library and to advocate the acquisition by the University Library of materials important to the work of the history department's faculty and students. To fulfill its purpose, the Liaison shall:

1. Solicit requests from members of the history department for purchases related to teaching and/or research, and then relays those requests to the University Library for purchase. To that end, the Liaison will serve as the primary representative and advocate for departmental requests for University Library acquisitions.
2. Maintain regular dialogue with the University Library about the status of acquisitions, budgets, priorities, or any other developments within the University Library that could affect the history department.
3. Inform the history department of developments within the University Library that may affect the history department.
4. When necessary, make recommendations to the history department about library-related matters.