

NEW ZEALAND VICE-CHANCELLORS' COMMITTEE
COUNCIL OF NEW ZEALAND UNIVERSITY LIBRARIANS (CONZUL)
TERMS OF REFERENCE

Purpose

1. CONZUL's mission is to act collectively to improve access for students and staff of New Zealand universities to the information resources required to advance teaching, learning and research.
2. CONZUL shall meet to further this end and to provide advice to the New Zealand Vice-Chancellors' Committee (NZVCC) on any matters relating to or affecting the university libraries. It shall report to the NZVCC and shall undertake any specific tasks as may be requested from time to time.
3. CONZUL will assist the universities to meet their commitment to the Treaty of Waitangi through partnership with tangata whenua, for supporting Māori education and research.

Membership

3. CONZUL shall be a committee of the NZVCC.
4. The membership of CONZUL shall be the University Librarian of each member university of the NZVCC.

Chair

5. The CONZUL Chair shall normally be selected on the basis of seniority in the position, not having been the Chair before, and normally having been a member for a minimum of two years.
6. The term of office of the Chairperson shall normally be two years from 1 January.
7. The Deputy Chairperson is selected on the same terms as the Chairperson, the Deputy Chair shall serve for two years before becoming Chair.

Meetings

8. CONZUL shall meet twice a year.
9. Meetings may be held by teleconference.
10. Non-members may be invited to attend all or part of meetings.
11. The travel expenses of each member shall be met under the current policy of the NZVCC for equalising such expenses between universities.

Decision-making

12. Decisions shall be made by consensus where possible.
13. If a vote is necessary, each member institution shall have one vote.
14. The Chairperson shall have a deliberative but not a casting vote.

General

15. CONZUL shall be serviced through the secretariat of the NZVCC, under the overall direction of the Executive Director.