

UBC Okanagan Library Review

Terms of Reference of the Review Team

Purpose of the Review

To evaluate the operation, management, and service role of the UBC Library with emphasis on its achievement, the scope and balance of its various functions, the effectiveness of its leadership and administration, and the opportunities and challenges it faces in the future.

Background Material

- The University's goals and objectives as outlined in its [Strategic Plan](#) and the Okanagan [ASPIRE](#) process
 - The Library's Self-Study
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Terms of reference

Without limiting its overall mandate, the Review Team should consider the following:

1. **Governance and administration:** The reviewers should evaluate the organizational structure of the Library, to determine whether it is appropriate to the Library's needs and best serves the University's interests.
2. **Provision of services:** How well is the Library meeting the needs and expectations of the University community? Are collections and services adequate to support the University's mission with respect to teaching, learning, and research?
3. **Leadership and administration:** How effective is the overall leadership of the University Librarian and the senior management team? In what ways, and to what effect, does the administration consult with Library staff and users? What steps has senior administration taken to strengthen the Library's reputation nationally and internationally?
4. **Infrastructure and Resources:** The reviewers should consider the physical and financial resources of the Library, including its space, teaching facilities, equipment, and financial base. Is the Library adequately resourced to support innovation in learning and research, and to develop collections in support of new academic programs?
5. **Internal and external relationships:** The review should examine the relationship between the

various branches of the Library system, including UBC Vancouver, UBC Okanagan, the hospitals, and the “satellite” libraries that are part of the system. The review should also evaluate the working relationship of the Library with academic faculties, departments, institutes, and centres, to determine how effectively the Library is meeting their needs.

6. **Community Engagement:** In what ways, and how effectively, is UBC Library engaging with the broader community in British Columbia and beyond? What role is it playing in lifelong learning locally, nationally, and internationally?
7. **Operations:** The reviewers should consider the daily operations of the Library in terms of efficiency, working conditions, and staff morale. Are the physical spaces occupied by the Library appropriately serviced and maintained? How does the Library implement the University’s employment and education equity policies?
8. **Future development:** The review should identify the challenges and opportunities facing the Library, and to make recommendations about possible directions for its future growth and development.