



Canadian Federation of Library Associations
Fédération canadienne des associations de bibliothèques

Intellectual Freedom Committee Terms of Reference

proposed by IFC, approved by the CFLA-FCAB Board March 21, 2024

Mandate:

The CFLA-FCAB Intellectual Freedom Committee is a committee established by the Board of Directors, to advocate for the value of intellectual freedom (as defined by the Universal Declaration of Human Rights) consistent with the Canadian Charter of Rights and Freedoms and the CFLA-FCAB Statement on Intellectual Freedom, and for developing policies, position statements, guidelines, written reports, and guidance to inform society on the importance of intellectual freedom.

Responsibilities:

The responsibilities of the Intellectual Freedom Committee include:

- The formulation and review of CFLA-FCAB policies, position statements, etc. relating to intellectual freedom. Ultimately, CFLA-FCAB policies and position statements are the responsibility of the Board, which has final say on their articulation.
- The Committee is responsible for creating guidelines, written reports, guidance, and other materials designed to support intellectual freedom in Canadian libraries. These will be based on the principles and documents identified within the mandate above, namely intellectual freedom as defined by the Universal Declaration of Human Rights, the Canadian Charter of Rights and Freedoms, and the CFLA-FCAB statement on Intellectual Freedom. Such documents may or may not become the basis for CFLA-FCAB policy.
- The Committee is responsible for the development and administration of the CFLA-FCAB Challenges Survey.
- The Committee is responsible for monitoring Federal and Provincial legislation relating to intellectual freedom and informing the Board when appropriate.
- In carrying out its responsibilities, it is expected that the Committee will liaise with other groups that share its values, both within the library community and beyond it.
- In carrying out its responsibilities, it is expected that the Committee will engage with the profession, and when appropriate and approved by the Board, with the media.
- The Committee is responsible for reviewing applications to the Intellectual Freedom fund as CFLA-FCAB Intellectual Freedom Committee representative on the OLA Committee

Deliverables:

- Policies and position statements etc. at the request of the Board.
- Guidelines, written reports, and guidance, etc. at the request of the library community and based on its own environmental scan.
- An Intellectual Freedom Toolkit for the use of libraries considering intellectual freedom issues.
- Annual reports from the Challenges Survey.
- Semi-annual reports of the Committee's activities and projects.



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Procedures:

The committee will normally meet monthly between September and June, with additional meetings scheduled as required.

The Committee shall share meeting agendas with the Board.

A record of decisions will be kept and circulated to the members of the Committee, the appointed CFLA-FCAB staff member, and the Chair of the CFLA-FCAB Board of Directors.

The Intellectual Freedom Committee Chair, Co-Chair, or another representative designated by the Committee, will be invited to attend and speak at any Board session or Annual Meeting during which policies, statements, positions, guidelines, reports, or other information from or related to this Committee are scheduled to be discussed.

Members:

The Committee shall consist of at least 10 and up to 12 members, including one position that may be reserved for a current MLIS graduate student. As vacancies occur, CFLA-FCAB will canvas member associations for nominees, encouraging individuals with an interest in intellectual freedom issues and appropriate experience to submit applications for membership. Selection from the nominees will be made by the Committee.

While all appointees shall be members of member associations of CFLA-FCAB, once appointed to the Committee, the responsibility of members is to the Committee, not to the nominating body.

The Committee strives to include a wide variety of backgrounds and interests, uniting individuals who value the principles of intellectual freedom and their application in the present context.

Members are expected to take an active role in the work of the Committee and individuals who find this impossible to maintain (eg. By missing three or more meetings without notice) will have their membership revoked if suitable arrangements cannot be made. Recruitment for a replacement will commence at the next recruitment interval.

Appointments will be made for a term of 3 years, renewable once. The graduate student appointment will be made for a term of 1 year, commencing in the month of June. Candidates for the graduate student position must be enrolled in a MLIS/MLS/MI, or Teacher-Librarian program at the time of appointment.

The Committee will appoint a chair or co-chairs on an annual basis. The chair or co-chairs will be the principal liaison with the Board, will be a working professional, and will function as spokesperson for the Committee.

The chair will serve a term of one year, renewable to a maximum of three years.

The Board may appoint a Board Liaison to the committee who will be an ex-officio member in addition to the ten regular members and shall have voice and no vote. An appointed CFLA/FCAB staff member will also be an ex-officio member of the Committee and shall have voice and no vote.



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The Committee may invite individuals who have an evident interest in intellectual freedom to participate as adjunct members. Such members shall be in addition to the ten regular members and shall have voice, but no vote. Such members are not required to be affiliated with CFLA-FCAB member associations.

Review and Amendments

The Committee will conduct a review of these terms of reference every three years.