

BOUCHER INSTITUTE POLICY

Policy title: Library Governance
Date of Initial Board Approval: July 7, 2008
Date of Last Approved Revision: May 2nd, 2011
Person(s) Responsible for Implementation & Adherence:
Librarian/Technician, Executive Director
Related Procedures: see Boucher Library Mission statement, other library policies & procedures

The BINM library encompasses the physical library collection housed within the library itself, the electronic resources accessible on & off the BINM campus, the clinic collection, and A/V materials & teaching equipment held in the Instructor Resource Centre & classrooms.

The BINM library is overseen by a librarian/library technician, hired according to the BINM job description & qualifications. The librarian/technician and persons delegated by the librarian/technician are responsible for access to and security of the library collection. The librarian/technician oversees all policies and procedures relevant to all BINM information resources and communicates regularly with delegated personnel to ensure patrons have optimal access to resources.

All BINM students, alumni, faculty, staff and BINMS members in good standing have access to library resources. Naturopathic professionals outside the BINM community may obtain access to library resources at the discretion of the librarian.

Through collaboration among the librarian/technician, academic and clinic faculty and administration, the BINM library seeks to support BINM's mission statement and objectives by developing, maintaining and providing access to a quality library collection that:

- supports both a distinctive education in naturopathic medicine & research literacy and participation in evidence-based natural medicine
- preserves traditional naturopathic resources
- includes quality contemporary naturopathic medicine resources
- acquires new resources as knowledge in naturopathic medicine expands
- respects and supports the health and well-being of all persons
- supports health care service to the community

New information resource policies are developed with input from library patrons including students, faculty and administration and according to BINM's policy approval protocol. Current BINM library policies, regulations and procedures are kept in a freely accessible binder in the reference section of the library. Approved policies are reviewed annually by the librarian and amendments are presented to the Management Committee for input and then to the board of governors for approval. Relevant library policies, regulations and procedures are published in Student, Faculty and Clinic Handbooks which are reviewed and updated annually.

The BINM library seeks to develop cooperative agreements with other institutions and agencies to enhance resources and services available to students, faculty & staff as need and opportunity arises.