

## **ALSC/YALSA POLICY FOR SERVICE ON THE ODYSSEY AWARD FOR EXCELLENCE IN AUDIOBOOK PRODUCTION COMMITTEE**

ALSC and YALSA affirm their confidence in the integrity of members who are invited to be nominated or appointed to serve on award committees, and in the integrity of the officers or nominating committees responsible for selecting candidates. Because of the nature of the work of such committees, those who serve on them must be especially sensitive to conflict of interest situations and the appearance of impropriety. The purpose of this policy is to clarify the eligibility and responsibility of candidates asked to serve on such committees. In addition, committee members should refer to the award's policies and procedures for more details regarding the issues noted below.

### **CONFLICT OF INTEREST**

It is the policy of the Association for Library Service to Children and the Young Adult Library Services Association to ensure that members in all of its activities avoid conflicts of interest and the appearance of conflicts of interest resulting from their activities as members of committees of the Associations. In particular, no person should obtain or appear to obtain special advantages for themselves, their relatives, their employer or their close associates as a result of their services on a committee.

A conflict of interest occurs when an individual's personal or private interests may lead an independent observer reasonably to question whether the individual's professional actions or decisions are influenced by considerations of significant personal or private interest, financial or otherwise.

### **CONFIDENTIALITY**

Committee members need to maintain a high degree of confidentiality regarding the committee's discussions, both oral and written. All committee members need to feel free to speak frankly in a closed session, knowing that their comments will not be repeated outside that room, and that they preserve the right to speak for themselves outside of that closed session.

Committee members are urged to discuss audiobooks under consideration with others throughout the year to obtain a variety of critical opinions. However, it is important to remember that, in discussions with those outside the committee, committee members may express only their own opinions, and may not quote the opinions of other committee members or indicate in any way which audiobooks are under consideration. The message to the public needs to be that all eligible audiobooks are being considered up until the selection of the winner is made.

### **MEETING ATTENDANCE AND ACCESS TO MATERIALS**

Persons appointed to the Odyssey Committee:

- 1) Must attend all required discussion and decision meetings scheduled for the Annual and Midwinter meetings of ALA and follow procedures established by the committee.
- 2) Should have ready access to the major part of the current output of children's and young adult audiobooks under consideration, as well as necessary equipment for listening to them. This is to ensure that the committee is not limited to considering only those audiobooks that have been

submitted. It is recognized that there will be an occasional audiobook under consideration which a committee member is unable to obtain. In such an instance, arrangements for review copies may be made as prescribed in the committee's guidelines, committee members may share resources by mail, or items may be secured by interlibrary loan.

Although these requirements may limit membership on a committee, wise selection requires complete participation of all members of the committee.

**Violation of any of the above guidelines may result in dismissal from the award committee and may preclude service from future award committees.**

Do you understand and agree to adhere to the guidelines for service on the award committee as outlined herein and agree to adhere to such other guidelines as the Association for Library Service to Children and the Young Adult Library Services Association may hand down from time to time?

Yes     No

Signed: \_\_\_\_\_ date

Name: \_\_\_\_\_

*Approved by both Boards, November 2008*