Chapter 17: Education Committee

I. Purpose

The Education Committee shall identify needs and issues concerning the education of users of government documents and propose projects to meet these needs and resolve these problems.

The goal of this committee is to act as conduit for information regarding education resources in using government information to four audiences:
- Users and potential users of government information
- Government information librarians and staff
- Librarians who do not work directly or primarily with government information
- Library school students and faculty

II. Organization

In accordance with the GODORT *Bylaws (Article IV, Section 1)*, all appointments begin at the start of new business at the Steering Committee meeting of the Annual Conference.

The committee is composed of nine members appointed to staggered two-year terms.

A. Chair:
   The Chair of the committee shall be elected or appointed from among the committee members by the GODORT Chair with the approval of the Steering Committee.

B. Members:
   Nine members shall be appointed by the GODORT Chair in consultation with the GODORT Steering Committee, four during even years and five during odd years.

C. External Liaisons:
   1. ALA Library Education Assembly
   2. ALA Literacy Assembly

III. Committee Officers and Duties

See Chapter 1: Conferences; Chapter 2: Communication & Correspondence; Chapter 3: Steering Committee

A. Chair
   1. Is required to have an active ALA Connect account for Steering communication.
   2. Have activity updates posted to committee and GODORT membership following the Steering communication schedule (*PPM, Chapter 3*).
   3. Prior to Annual Conference: Have the agenda for committee meeting posted to the website by the Technology Committee.

4. At conference: Submits committee's minutes in format as described in *PPM Chapter 1: Conferences (Article III. Section D)* to the GODORT Secretary by the evening before the GODORT Membership Meeting. If this deadline is missed, Committee Chair is responsible for making print (50) copies to bring to GODORT Membership Meeting.

B. Secretary
While not an official position, it is helpful for the Committee Chair to ask for a committee member to serve as secretary for either a single meeting or the term of their appointment to the committee.
1. Secretary takes the minutes of the meeting as described in *PPM Chapter 1: Conference, Article III, Section D.*
2. Secretary submits the draft minutes to the committee Chair at the end of the committee's meeting.

C. Intern
ALA allows interns to be appointed as one-year, non-voting member of a committee. This introduces them to the workings of the committee and Round Table.

IV. Meetings and Communication

A. According to the GODORT *Bylaws (Article V, Section 2)*, this committee will meet as necessary.
B. It is recommended that all committee members use ALA Connect for GODORT business.
C. All committee information to be shared with GODORT members should be submitted to the Technology Committee for inclusion on the GODORT website

V. Activities and Projects

A. Create and disseminate educational resources, such as bibliographies, guides, training materials, etc. These educational resources may be either print or electronic materials.

B. Cooperate with other interested groups within GODORT and ALA on matters or projects of common concern which fall into the purview of this Committee.

C. Co-sponsor educational programs with other GODORT Committees or Task Force.

Revised 9/2002, 8/2011, 12/2012, 4/2013, 1/2018, 7/2018, 3/2020