



Learning Resources Committee Terms of Reference

Document Control Box	
Document title (include version number if amended within same year as approved)	Learning Resources Committee Terms of Reference
Reference Number	020/23
Approval category (Please indicate)	
Governance/Governor	X
MPRIG Executive/Other Committee (insert name)	
Senior Staff (insert name)	
Date document approved	19/5/23
Supersedes (insert previous title and/or version date)	May 2016
Date document last reviewed and/or updated	19/5/23
Date next due for review	19/2/26
Related statutes or regulations	
Related policies/procedures/guidance/forms	
Staff member responsible for update	Chair of the LRC

Amendment History

Version	Revision Summary	Date Approved	Author
020/23	Updated format, responsibilities, membership and reporting	19/5/23	



LEARNING RESOURCES COMMITTEE

Terms of Reference

Objectives

1. The Learning Resources Committee (LRC) is responsible to the Academic Board for all aspects of learning resources in the College.

Responsibilities

2. To advise and guide the Senior Management Team (SMT) on questions of accession policy and allocation of the learning resources budget, purchase of library equipment, and short to medium term development.
3. To make recommendations to the Academic Board on major issues of library policy and development.
4. To monitor, develop and advance the operation of the library and monitor the provision of other learning resources services.
5. Recommendations made by the Committee must be sent to the SMT prior to any action being taken, so that resource and management implications can be assessed.

Reporting

6. The LRC provides a written report on its work to the Academic Board each semester.

Membership

7. The Learning Resources Committee consists of:
 - Two Tutors (one as Chair)
 - The Librarian
 - At least three students, representing different levels and modes of study, and covering both theology and counselling programmes.
8. The Principal and Academic Director are *ex officio* members of this Committee.
9. The Chair is appointed by the Principal; students are invited by the Chair or Librarian to join the committee to represent the student body's interests at

their various levels of study.

10. Meetings are convened by the Chair and the Librarian.

Meetings

11. The LRC is a standing committee of the Academic Board.

12. The Committee meets once each term.

13. The minutes of the LRC will constitute a formal record of its meetings and decision making.

14. A member of the professional staff will attend to take the minutes.

15. The Chair (or nominee), the Librarian, one Tutor and one Student Representative will constitute a quorum.

16. Reports from students will be a standing agenda item.

Sub Committees

17. There are no sub committees of the LRC.