

Operating Policy and Procedure

OP 66.03: Law School Library

DATE: September 16, 2009

PURPOSE: The purpose of this Operating Policy/Procedure (OP) is to set forth the administrative structure of the Texas Tech Law School Library.

REVIEW: This OP will be reviewed in July of every fourth year by the dean of the Law School and the senior vice provost with recommended revisions submitted to the provost and senior vice president by August 15. This OP will be reviewed again in 2013.

POLICY/PROCEDURE

The Texas Tech University Law School Library is an autonomous entity, administratively, managerially, and fiscally separate from other Texas Tech Libraries, including the University Library.

1. Administration

- a. Administrative control of the Law Library is vested in the dean of the Law School, who is responsible for ensuring that services and resources are adequate and accessible to the School of Law, other parts of the university community, and to the legal community.
- b. The Law Library director is a tenure-track faculty position in the School of Law. Appointments to this position follow the same procedures as all faculty appointments in the School of Law.
- c. The Law Library director reports administratively to the dean, who has ultimate responsibility and authority for budget and operations.
- d. The Law Library director follows all avenues of cooperation and sharing of resources and information with other Texas Tech University Libraries, with the expectation that these efforts will be reciprocated.

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