Responsibilities of the Departmental Library Liaison

- Communicates updates of new materials and databases
- Arranges for a librarian to give updates and training on new resources to the department
- Invites a librarian to give subject-specialized library instruction to classes or small groups
- Consults with the librarian to design or discuss information literacy/fluency:
  - Recommendations for tiering research assignments into the curriculum
  - Library-intensive class assignments
- Communicates to the librarian any departmental concerns regarding services or policies in the library
- Collects recommendations for purchases from all departmental faculty and forwards them to the subject librarian
- Informs the librarian of new courses, programs or policies that may require library resources
- Includes the library in both the early and ongoing discussions pertaining to program or school accreditations and reviews

See related link: http://www.emich.edu/library/about/liaison.php

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