

## **Copyright Committee**

### **MANDATE STATEMENT AND TERMS OF REFERENCE**

The Copyright Committee is a committee of the Canadian Council of Archives.

#### **1. Mandate Statement**

The Copyright Committee will monitor and address legislative, implementation, and interpretive issues around copyright that affect archives and the rights of both the creators and the users of archival materials.

#### **2 - Accountability**

To the CCA Board of Directors.

#### **3 - Terms of Reference**

3.1 - As a committee of experts, is responsible for the monitoring of the legislative issues around copyright as related to archives.

3.2 - Advises the CCA on priorities and advocacy issues related to copyright and recommends courses of action, endorsement or further review for CCA.

3.4 - Participates in and/or facilitates archival representation to meetings and presentations related to copyright.

3.5 - Reports to the CCA Board and liaises with other CCA committees.

3.6 - Regularly communicates with the Canadian archival community regarding copyright.

3.7 - Provides draft budgets, work plans and activity reports to the CCA Board of Directors.

#### **4 - Membership**

4.1 - Members are named by the CCA and are appointed to represent the archival community.

4.2 - Membership shall be consistent with the conditions outlined in Section 9.3 of the CCA Bylaws and shall therefore include at least one member of the Association des archivistes du Québec and one member of the Association of Canadian Archivists.

4.3 - As required, interested individuals and organizations may be invited to participate in the work of the Committee.

#### **5 - Chairperson**

5.1 - The Chairperson is appointed by the Board of Directors.

5.2 - The Chairperson of the Committee shall normally represent the Committee's interests.

#### **6 - Meetings**

Meetings will be held at the call of the Chairperson, at least once a year and in a location deemed to be the most convenient for the membership.

#### **7 - Mandate Statement and the Terms of Reference Review**

The mandate statement and terms of reference will be reviewed at the call of the Chairperson, or at least every three years.

#### **8 - Staff Liaison**

The CCA Executive Director