

DRAFT PROCEDURS OF THE CALRFE

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[\(Journal full text available here\)](#)

March 21, Tuesday. General Committee Meeting.

Private Dining Room No. 8, Palmer House.

Morning session, 9:30 A.M.

1. Procedures and Programs of the CALRFE
T. H. Tsien
2. Administration and Organization of New East Asian Collections
Ruth Krader, Chairman, Karl Lo, and C. K. Huang

Afternoon Session, 2:00 P.M.

3. Resources and Bibliographic Control
Warren Tsuneishi, Chairman, John Ma, James Morita, and Eugene Wu
4. International Relations
Yukihisa Suzuki, Chairman, James Morita, and Wei-ying Wan

March 21, Tuesday, 6:30 P.M. Fellowship Dinner.

A dinner for CALRFE members and friends will be held at Chiam Restaurant, 2323 S. Wentworth Avenue, Chicago. \$5.00 per person. RSVP before March 15.

DRAFT PROCEDURES OF THE CALRFE

In response to Dr. Beal's recommendation to expand the Executive Committee (Newsletter No. 16), many members have expressed their opinions on this matter of CALRFE organization. Based on the present practice and various suggestions, your chairman has made a draft procedure for the CALRFE and circulated it for comment among the Executive members and other members who participated in the discussions. The revised draft, incorporating the suggestions by Edwin Beal, C. K. Huang, Raymond Nunn, Earl Pritchard, Yukihisa Suzuki, Warren Tsuneishi, Joyce Wright, Eugene Wu and others, is printed below for further deliberations. In order to save discussion time at the forthcoming meetings, your chairman would welcome any written comment from all members and friends before March 15, so that the opinions may be gathered together for careful consideration at the Executive meeting, which is scheduled before the General Committee meeting in Chicago.

The draft procedures include the following recommendations: (1) The CALRFE shall include both institutional and individual members who shall apply for membership in writing, to be approved by the Executive Committee. (2) The Committee shall include an Executive Committee as a policy-making body, the General Committee as a professional forum for deliberations, and various subcommittees as operational or advisory groups. (3) The Executive Committee shall include three faculty and six library members. Since librarians have been playing a major part in the CALRFE activities, a larger representation in the Executive Committee seems to be justified. (4) The Executive Committee shall be responsible for nominating replacements for its membership to be appointed by the AAS Board of Directors. Since the final decision of appoint-

ment shall be made by the AAS Directors, the election in the General Committee would have little significance. (5) The name of the Committee shall be discussed at the forthcoming meetings, since there have been suggestions to change it to "Committee on East Asian Libraries" as being easier to remember and pronounce. The draft procedures are as follows:

1. Objectives.

The Committee is organized (1) to serve as a faculty-librarians' forum for the discussion of problems of East Asian libraries and to recommend programs for their improvement, (2) to promote systematic development of library resources on East Asia and initiate projects for their access and control, and (3) to facilitate the improvement of interlibrary and international cooperation and services in the East Asian field.

2. Membership.

(1) Membership on the Committee shall be open to all members of the Association for Asian Studies and to institutions in North America with library collections on East Asia.

(2) Membership shall be divided into two groups:

a) Institutional members shall include heads of East Asian collections, or other representatives authorized by their institutions. Each institution shall be represented by one person and shall have one vote.

b) Individual members shall include librarians and faculty members in East Asian studies who are members of the Association and have an interest in the Committee activities.

(3) Both institutional and individual members shall apply for membership in writing, to be approved by the Executive Committee.

(4) All members shall be eligible to participate in all deliberations in the General Committee and to be nominated and appointed to the Executive Committee and the subcommittees.

3. Organization.

The CALRFE shall consist of an Executive Committee, the General Committee, and various subcommittees.

A. Executive Committee.

(1) The Executive Committee shall consist of three faculty members and six library members each to serve for a term of not more than three years with one-third of the membership being replaced each year.

(2) The Executive Committee shall be responsible for nominating replacements for its membership. Where possible, such replacements should be so selected as to represent as many different institutions and geographical regions as possible.

(3) All appointments to the Executive Committee shall be made by the AAS Board of Directors and nomination by the Committee does not always insure approval by the Board.

(4) Ex-officio or ad hoc members may be invited to serve on the Executive Committee without vote.

(5) The Chairman of the Executive Committee, and concurrently Chairman of the General Committee, shall be chosen from among the library members of the Executive Committee and recommended for appointment by the AAS Board of Directors. The term of office shall be variable, but cannot exceed the normal three-year tenure of the Executive Committee. The immediately retired Chairman shall serve ex-officio in the Executive Committee for the same term as the incoming Chairman.

(6) No Chairman or member of the Executive Committee may succeed himself but he may be re-elected after a period of three years.

B. General Committee.

(1) The General Committee shall consist of both institutional and individual members.

(2) The General Committee shall meet once a year as a forum for public deliberations of academic and professional problems during the annual meeting of the Association for Asian Studies. The results of discussions at the meeting shall be recommended to the Executive Committee for consideration or action.

(3) Projects involving institutional approval shall be voted on by institutional members only. All other issues shall be voted on by both institutional and individual members at the open meeting of the General Committee.

C. Subcommittees.

(1) The Chairman may appoint subcommittees for permanent projects or for temporary assignments. All members in the General Committee shall be eligible for appointment to one or more subcommittees.

(2) The subcommittees shall investigate specific problems as assigned and present findings and recommendations to the Executive Committee for consideration and action.

(3) The tenure of subcommittee members shall not be more than three years, but subject to renewal upon reappointment.

(4) The Chairman of the Executive Committee shall serve as an ex-officio member on all subcommittees.