

INTELLECTUAL FREEDOM AND LIBRARIES PROCEDURE

This procedure is governed by its parent policy. Questions regarding this procedure are to be directed to the identified Procedure Administrator.

Functional Category:	Academic
Parent Policy:	Program Management and Advisory Committee Policy
Approval Date:	January 11, 2019
Effective Date:	January 1, 2019
Procedure Owner:	Vice President, Learner Experience
Procedure Administrator:	Senior Manager, Academic Support Centre

Overview:

The NorQuest College Library adheres to a series of values that form its overall governance. One of these values is Intellectual Freedom. The Library recognizes and adopts the [Canadian Federation of Library Association's \(CFLA\) statement on Intellectual Freedom and Libraries](#).

The Authority to establish this procedure is derived from the [NorQuest College Board of Governors Policy No. 5](#), which delegates authority to the President and CEO to establish policies and procedures for the college's management and operation.

Procedures:

This procedure provides guidance and supports the CFLA's statement on **Intellectual Freedom and Libraries**.

When an issue arises about the legitimacy of library material; choice of library content; nature of library events or guests; or content or placement of library displays; a Library **Challenge Form** is to be completed and submitted to the Head Librarian.

When a Challenge Form is received by the Head Librarian, the challenge will be anonymized and posted on the library website (under the heading "Reconsideration requests and challenges to Intellectual Freedom") along with the library's response, rationale, and/or action. The library will protect the identities and activities of library clients except when required by the courts¹.

Definitions:

Canadian Federation of Library Associations: National Federation of Canadian Library Associations (CFLA).

Intellectual Freedom: the fundamental right, subject only to the Constitution and the law, to have access to the full range of knowledge, imagination, ideas and opinion, and the right to express their thoughts publicly².

Library content/library collection: the print, audio, video, digital resources acquired and collected by the library.

Library display: any physical or digital display hosted and/or created by library staff regarding library content, collections, events, guests, and activities.

Library events: coordinated activities that are initiated or hosted by the library with a specific purpose.

¹ NorQuest Library Statement of Confidentiality

² CFLA Statement of Intellectual Freedom and Libraries

Related NorQuest College Information:	<ul style="list-style-type: none"> • Academic Freedom Policy • Code of Conduct Policy • External College Communications Procedure • Freedom of Information and Protection of Privacy (FOIP) Act Policy • Library Statement of Confidentiality • NorQuest Library Challenge Form • Program Management and Advisory Committee Policy
Related External Information:	<ul style="list-style-type: none"> • Canadian Charter of Rights and Freedoms • CFLA Statement on Intellectual Freedom and Libraries • Library Collection Development Guidelines (contact the Library for details)
Next Review Date:	<p>January 2023</p>
Revision History:	<p>January 2019: new August 2019: Compliance Office template & reorganization update April 2021: retired Program Management and Academic Operations Committee Policy and replaced with Program Management and Advisory Committee Policy, updated this procedure accordingly.</p>