



## ALIA By-Laws

As amended to August 2024

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## **ATTACHMENT 1 - MARKED UP VERSION**

### **DEFINITIONS**

In addition to the definitions in Rule 1.1 of the Constitution, in these By-Laws unless the context otherwise requires:

**“Distinguished Members”** means ~~Personal Members of the Association who have held office as Director, Vice-President or President of ALIA and Personal Members who have been conferred with a Fellowship;~~

**“ALIA CPD Scheme”** means the framework for ALIA personal members to keep a record of continuing professional development activities and have efforts recognised by meeting agreed requirements.

**“Certified Professional Member”** means a Professional Member who has completed 12 months of the ALIA CPD Scheme and continues to maintain compliance with the ALIA CPD Scheme.

**“Financially Active Group”** means a Group which generates income to spend on activities;

**“Financial Member”** means a natural person or Corporation admitted to membership of the Association who/which has paid all fees due at that time;

**“Group”** means a group endorsed under By Law 2;

**“Honorary Member”** means a member who is provided with this status by the Board and who is not required to pay fees;

**“Personal Member”** means a natural person admitted to membership of the Association under any of the following categories: ~~Associate Certified Professional,~~ Associate, ~~Library Technician Certified Professional,~~ Library Technician, Allied Field, General Member, Student Member;

**“Professional Member”** means an Associate, Library Technician or Allied Field Member.

**“Unfinancial Member”** means a natural person or Corporation admitted to membership of the Association who/which has not paid all fees due at that time;





## By-Law 1: Membership and postnominals

Amended November 2000, March 2006, July 2014, February 2017, December 2017, June 2018, September 2019, May 2020, October 2022, August 2024.

This By-Law should be read in conjunction with the Constitution, with particular reference to section 7.

### Part 1: Application

1. A person applying for membership will complete the current application form and agree to uphold the objects of the Association and comply with the requirements of the Association's Constitution and By-Laws. The categories of membership include:

- ~~Associate Certified Professional~~
- Associate
- ~~Library Technician Certified Professional~~
- Library Technician
- Allied Field
- General Member
- Student Member
- Institutional Member
- Corporate Member
- Honorary Member

2. Each application for membership will be considered by the Chief Executive Officer within 40 days of receipt and the decision will be communicated to the candidate as soon as practicable after that. The grounds on which any refusal is made will be documented and the applicant advised of the reason.

~~3. If applicable the member will be entitled to use an allocated postnominal. The Board may add to the list of postnominals from time to time.~~

~~43.~~ A candidate may appeal in writing to the President within three months after receipt of notice of the decision of the Chief Executive Officer. The President shall arrange for the matter to be heard by an appeals committee of three Members appointed by the Board as soon as practicable and within 90 days of receipt of a notice of appeal.

~~54.~~ Any Member may be elected an Honorary Member by the passing of a resolution by the Board.

### Part 2: Membership record

~~56.~~ In respect of each Personal, Institutional and Corporate Member the Chief Executive Officer shall keep in the membership record:





- a) the full name of the Member;
- b) address for the service of notices;
- c) the place of residence;
- d) the date of admission to membership;
- e) the date when the Member became or ceased to be an Associate or Library Technician Member, Allied Field or a Certified Professional Member;
- f) the date when a general Member ceased to be a Member;
- g) for Associates, Library Technician ~~and~~, Allied Field ~~and Certified Professional Members~~, the date and description of each degree, diploma, certificate or other qualification of any university, tertiary or vocational education provider or other recognised education provider;
- h) in respect of each Institutional and Corporate Member, the Chief Executive Officer shall enter the name of its authorised representative; and
- i) the amount, due date for payment and date of payments of each annual or other fee payable by the Member.

### Part 3: Associate membership

- ~~76.~~ The Chief Executive Officer may approve a person becoming an Associate of the Australian Library and Information Association if they apply and produce evidence to show they meet the conditions for admission for Associateship described in these By-Laws.
- ~~78.~~ If an application to become an Associate of the Australian Library and Information Association is rejected, the applicant may appeal the decision through the appeals process described in clause 4 of this By-Law.
- ~~89.~~ Associate Members will be provided with a certificate of Associateship.
- ~~109.~~ A person may use the distinction of Associate of the Australian Library and Information Association only while the person is a Financial Member of the Association.
- ~~104.~~ An application for Associate status shall not be considered unless the applicant has paid the applicable fees.
- ~~112.~~ A person shall be qualified as an Associate if they:
  - a) have completed an undergraduate qualification in library and information studies accredited by the Australian Library and Information Association as conferring eligibility for Associate membership; or
  - b) have completed a postgraduate qualification in library and information studies accredited by the Australian Library and Information Association as conferring eligibility for Associate membership and either an undergraduate level course or its equivalent that has been accepted by the tertiary institution conducting the





aforementioned course as meeting the prescribed entry requirements for the course; or

- c) have, effective from 1 January 1994, completed the Registration Examination of the Library Association of Australia; or have completed the Certificate in Librarianship from the Sydney Technical College before 1976 or commenced the Associate Diploma in Librarianship from Royal Melbourne Institute of Technology prior to 1970, **and** provide documentary evidence that they are holders of an undergraduate degree.

~~13. All persons admitted to Associate membership of the Australian Library and Information Association may use the post nominals AALIA.~~

#### **Part 4: Library Technician membership**

~~124.~~ The Chief Executive Officer may approve a person becoming a Library Technician Member of the Australian Library and Information Association if they apply and produce evidence to show they meet the conditions for admission for Library Technician membership as described in these By-Laws.

~~135.~~ If an application to become a Library Technician Member of the Australian Library and Information Association is rejected, the applicant may appeal the decision through the appeals process described in clause 4 of this By-Law.

~~146.~~ Library Technician Members will be provided with a certificate stating they have met the competencies for endorsement as a Library Technician Member.

~~157.~~ A person may use the distinction of Library Technician Member of the Australian Library and Information Association only while the person is a Financial Member of the Association.

~~168.~~ An application for Library Technician membership shall not be considered unless the applicant has paid the applicable fees.

~~179.~~ A person shall be qualified as a Library Technician Member if they have completed a diploma qualification in library and information studies accredited by the Australian Library and Information Association as conferring eligibility for Library Technician membership.

~~2018.~~ ~~Not used~~ ~~All persons admitted to Library Technician membership of the Australian Library and Information Association may use the post nominals ALIA Tec.~~





### Part 5: Widened eligibility

192. For the purposes of admission to Associate and Library Technician membership, the widened eligibility processes shall include:

- a) For overseas qualifications:
  - i. completion of a course in library and information studies that is equivalent to at least an Australian bachelor's degree for Associate membership or an Australian Diploma for Library Technician membership, and is recognised by such other library and information associations as shall, from time to time, be approved by the Board as conferring eligibility for Associate membership; or
  - ii. satisfies criteria established through conditions described in a Memorandum of Understanding with such other library and information associations as shall, from time to time, be approved by the Board as conferring eligibility for Associate or Library Technician membership; or
  - iii. have completed a qualification which is assessed as equivalent to at least an Australian bachelor's degree for Associate or Australian Diploma for Library Technician that includes a substantial component of library and information studies, and have evidence of professional competence.
- b) For qualifications awarded in Australia, have completed a qualification which is assessed as equivalent to at least an Australian bachelor's degree for Associate membership or Diploma for Library Technician membership, that includes a substantial component of library and information studies, and have evidence of professional competence.

202. The Chief Executive Officer may approve a person becoming an Allied Field Member of the Association if they hold equivalent qualifications in allied fields as shall, from time to time, be approved by the Board.

213. Application for Associate or Library Technician membership through widened eligibility shall not be considered unless the applicant has paid the applicable fees.

224. Applicants may appeal a decision through the appeals process described in clause 4 of this By-Law.

### Part 6: Allied Field membership

23. All persons Allied Field membership is open to people who are working at a professional level within the GLAM (galleries, libraries, archives and museum) sector and hold a qualification other than an ALIA Accredited LIS qualification.

24. A person shall be eligible for Allied Field membership if they have





- a. [evidence that they are working at a professional level within the GLAM sector](#)
- b. [evidence of a qualification at Diploma level or above](#)
- c. [reference from their employer.](#)

**Part 74: Postnominals and Certified Professional status**~~Certified Professional membership~~

~~245.~~ [All persons admitted to Associate membership of the Australian Library and Information Association may use the post nominals AALIA.](#)

~~25.~~ [All persons admitted to Library Technician membership of the Australian Library and Information Association may use the post nominals ALIATec.](#)

~~26.~~ [All persons admitted to Allied Field membership of the Australian Library and Information Association may use the post nominals ALIA AlliedField.](#)

~~27.~~ [After 12 months compliance with the ALIA CPD Scheme, ~~Current~~ Associate, Library Technician and Allied Field Members ~~who maintain compliance with the ALIA PD Scheme \(ALIA's continuing professional development framework\)~~ may ~~be recognised with upgrade their membership to~~ Certified Professional status ~~while ever they maintain compliance with the ALIA CPD Scheme and can use the -~~](#)

~~26.~~ [An additional ~~Certified Professional membership~~ post-nominal ~~shall be~~ \(CP\) ie AALIA\(CP\), ALIATec\(CP\) or ~~ALIA Allied Field~~ \(CP\).](#)

~~287.~~ [Certified Professional Members ~~will be recognised with~~ may apply for a Certified Professional Certificate and listing after ~~compliance with the ALIA CPD Scheme for three consecutive years~~ successful completion of each ALIA PD Scheme triennium.](#)

~~2829.~~ Certified Professional Members may undertake ALIA ~~C~~PD Scheme specialisations and add a specialisation post nominal after 12 months' compliance.

~~2930.~~ ~~Current Certified Professional~~ Members [with Certified Professional status](#) may apply for the additional status of Distinguished Certified Professional if the person:

- a) has been a Certified Professional Member of the Australian Library and Information Association for at least five years; and
- b) demonstrates professional/technical and personal knowledge and skills; and
- c) [provides evidence of a significant degree of autonomy in decision-making in practice; and](#)
- ~~e)d~~ [provides two referees to validate claims; and](#)
- ~~e)e~~ [is currently employed in the Australian library and information sector or an allied sector.](#)





~~319.~~ A person may use the post nominal (DCP) only while a person is a Member of the Association and maintains ALIA ~~C~~PD Scheme compliance in accordance with clause~~30~~~~29~~ herein.

#### **Part ~~87~~: Associate Fellow membership**

~~324.~~ Associate and Library Technician Members awarded Associate Fellow membership prior to 1 July 2013 may continue to use the post nominal AFALIA or AFALIATec as long as they maintain compliance with the ALIA ~~C~~PD Scheme.

#### **Part 8: General membership**

~~33.~~ All personsGeneral membership is available to any interested individuals. No qualifications are required for this category.

#### **Part 9: Student membership**

~~34.~~ A persons studying towards a qualification who ~~is~~ interested in library and information services~~the LIS~~ may apply for Student membership by providing evidence of their enrolment.

#### **35. Part 10: Institutional membership**

~~35.~~ All personsInstitutional membership is available to organisations that provides library and information services~~and entities that serve the library and information sector.~~

#### **Part 11: Corporate membership**

~~36.~~Corporate membership is available to organisations that provide products and services to the library and information sector.

#### **Part ~~128~~: Code of conduct**

~~372.~~ All Members of the Australian Library and Information Association are required to abide by the Association's Code of Conduct.

~~383.~~ If a complaint is received about a Member being in breach of the Australian Library and Information Association Code of Conduct or for some other cause, the Company Secretary will seek to resolve the matter in the first instance.

~~394.~~ If the complaint is considered by the Company Secretary to be of a serious nature, it will be reported to a Sub-Committee, which is formed pursuant to clause 15 of the Constitution, at the earliest opportunity and an investigation will be undertaken.







~~3540.~~ If, after examining the evidence, the Sub-Committee judges that a Member has acted against the Australian Library and Information Association's objects and core values, and/or to the serious detriment of the Association and the library and information profession, the committee can recommend to the Board that the membership be withdrawn.

~~4136.~~ A Member who is disbarred may appeal against the decision to the Board.

**Part ~~139~~: Schedule of fees**

~~4237.~~ The Schedule of Fees is reviewed annually and any changes take effect from the following 1 ~~June~~July.

**Part 10: Annual Member meetings**

~~38.~~ ~~The Board shall convene a meeting of Members in each State and Territory every year for the purpose of providing a forum for discussion and feedback from Members about the Association, its current activities and future strategy.~~





## **ATTACHMENT 2 - CLEAN VERSION**

### **DEFINITIONS**

In addition to the definitions in Rule 1.1 of the Constitution, in these By-Laws unless the context otherwise requires:

**“ALIA CPD Scheme”** means the framework for ALIA personal members to keep a record of continuing professional development activities and have efforts recognised by meeting agreed requirements.

**“Certified Professional Member”** means a Professional Member who has completed 12 months of the ALIA CPD Scheme and continues to maintain compliance with the ALIA CPD Scheme.

**“Financially Active Group”** means a Group which generates income to spend on activities;

**“Financial Member”** means a natural person or Corporation admitted to membership of the Association who/which has paid all fees due at that time;

**“Group”** means a group endorsed under By Law 2;

**“Honorary Member”** means a member who is provided with this status by the Board and who is not required to pay fees;

**“Personal Member”** means a natural person admitted to membership of the Association under any of the following categories: Associate, Library Technician, Allied Field, General Member, Student Member;

**“Professional Member”** means an Associate, Library Technician or Allied Field Member.

**“Unfinancial Member”** means a natural person or Corporation admitted to membership of the Association who/which has not paid all fees due at that time;





## By-Law 1: Membership and postnominals

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This By-Law should be read in conjunction with the Constitution, with particular reference to section 7.

### Part 1: Application

1. A person applying for membership will complete the current application form and agree to uphold the objects of the Association and comply with the requirements of the Association's Constitution and By-Laws. The categories of membership include:
  - Associate
  - Library Technician
  - Allied Field
  - General Member
  - Student Member
  - Institutional Member
  - Corporate Member
  - Honorary Member
2. Each application for membership will be considered by the Chief Executive Officer within 40 days of receipt and the decision will be communicated to the candidate as soon as practicable after that. The grounds on which any refusal is made will be documented and the applicant advised of the reason.
3. A candidate may appeal in writing to the President within three months after receipt of notice of the decision of the Chief Executive Officer. The President shall arrange for the matter to be heard by an appeals committee of three Members appointed by the Board as soon as practicable and within 90 days of receipt of a notice of appeal.
4. Any Member may be elected an Honorary Member by the passing of a resolution by the Board.

### Part 2: Membership record

5. In respect of each Personal, Institutional and Corporate Member the Chief Executive Officer shall keep in the membership record:
  - a) the full name of the Member;
  - b) address for the service of notices;
  - c) the place of residence;
  - d) the date of admission to membership;





- e) the date when the Member became or ceased to be an Associate or Library Technician Member, Allied Field or a Certified Professional Member;
- f) the date when a general Member ceased to be a Member;
- g) for Associates, Library Technician and Allied Field, the date and description of each degree, diploma, certificate or other qualification of any university, tertiary or vocational education provider or other recognised education provider;
- h) in respect of each Institutional and Corporate Member, the Chief Executive Officer shall enter the name of its authorised representative; and
- i) the amount, due date for payment and date of payments of each annual or other fee payable by the Member.

### Part 3: Associate membership

- 6. The Chief Executive Officer may approve a person becoming an Associate of the Australian Library and Information Association if they apply and produce evidence to show they meet the conditions for admission for Associateship described in these By-Laws.
- 7. If an application to become an Associate of the Australian Library and Information Association is rejected, the applicant may appeal the decision through the appeals process described in clause 4 of this By-Law.
- 8. Associate Members will be provided with a certificate of Associateship.
- 9. A person may use the distinction of Associate of the Australian Library and Information Association only while the person is a Financial Member of the Association.
- 10. An application for Associate status shall not be considered unless the applicant has paid the applicable fees.
- 11. A person shall be qualified as an Associate if they:
  - a) have completed an undergraduate qualification in library and information studies accredited by the Australian Library and Information Association as conferring eligibility for Associate membership; or
  - b) have completed a postgraduate qualification in library and information studies accredited by the Australian Library and Information Association as conferring eligibility for Associate membership and either an undergraduate level course or its equivalent that has been accepted by the tertiary institution conducting the aforementioned course as meeting the prescribed entry requirements for the course; or
  - c) have, effective from 1 January 1994, completed the Registration Examination of the Library Association of Australia; or have completed the Certificate in Librarianship from the Sydney Technical College before 1976 or commenced the Associate Diploma in Librarianship from Royal Melbourne Institute of Technology prior to 1970, **and** provide documentary evidence that they are holders of an undergraduate degree.





#### **Part 4: Library Technician membership**

12. The Chief Executive Officer may approve a person becoming a Library Technician Member of the Australian Library and Information Association if they apply and produce evidence to show they meet the conditions for admission for Library Technician membership as described in these By-Laws.
13. If an application to become a Library Technician Member of the Australian Library and Information Association is rejected, the applicant may appeal the decision through the appeals process described in clause 4 of this By-Law.
14. Library Technician Members will be provided with a certificate stating they have met the competencies for endorsement as a Library Technician Member.
15. A person may use the distinction of Library Technician Member of the Australian Library and Information Association only while the person is a Financial Member of the Association.
16. An application for Library Technician membership shall not be considered unless the applicant has paid the applicable fees.
17. A person shall be qualified as a Library Technician Member if they have completed a diploma qualification in library and information studies accredited by the Australian Library and Information Association as conferring eligibility for Library Technician membership.
18. Not used

#### **Part 5: Widened eligibility**

19. For the purposes of admission to Associate and Library Technician membership, the widened eligibility processes shall include:
  - a) For overseas qualifications:
    - i. completion of a course in library and information studies that is equivalent to at least an Australian bachelor's degree for Associate membership or an Australian Diploma for Library Technician membership, and is recognised by such other library and information associations as shall, from time to time, be approved by the Board as conferring eligibility for Associate membership; or
    - ii. satisfies criteria established through conditions described in a Memorandum of Understanding with such other library and information associations as shall, from





- time to time, be approved by the Board as conferring eligibility for Associate or Library Technician membership; or
- iii. have completed a qualification which is assessed as equivalent to at least an Australian bachelor's degree for Associate or Australian Diploma for Library Technician that includes a substantial component of library and information studies, and have evidence of professional competence.
- b) For qualifications awarded in Australia, have completed a qualification which is assessed as equivalent to at least an Australian bachelor's degree for Associate membership or Diploma for Library Technician membership, that includes a substantial component of library and information studies, and have evidence of professional competence.
20. The Chief Executive Officer may approve a person becoming an Allied Field Member of the Association if they hold equivalent qualifications in allied fields as shall, from time to time, be approved by the Board.
21. Application for Associate or Library Technician membership through widened eligibility shall not be considered unless the applicant has paid the applicable fees.
22. Applicants may appeal a decision through the appeals process described in clause 4 of this By-Law.

#### **Part 6: Allied Field membership**

23. Allied Field membership is open to people who are working at a professional level within the GLAM (galleries, libraries, archives and museum) sector and hold a qualification other than an ALIA Accredited LIS qualification.
24. A person shall be eligible for Allied Field membership if they have
- a. evidence that they are working at a professional level within the GLAM sector
  - b. evidence of a qualification at Diploma level or above
  - c. reference from their employer.

#### **Part 7: Postnominals and Certified Professional status**

25. All persons admitted to Associate membership of the Australian Library and Information Association may use the post nominals AALIA.
26. All persons admitted to Library Technician membership of the Australian Library and Information Association may use the post nominals ALIATec.
27. All persons admitted to Allied Field membership of the Australian Library and Information Association may use the post nominals ALIA AlliedField.





28. After 12 months compliance with the ALIA CPD Scheme, Associate, Library Technician and Allied Field Members may be recognised with Certified Professional status while ever they maintain compliance with the ALIA CPD Scheme and can use the additional postnominal (CP) ie AALIA(CP), ALIATec(CP) or ALIA Allied Field (CP).
28. Certified Professional Members may undertake ALIA CPD Scheme specialisations and add a specialisation post nominal after 12 months' compliance.
30. Members with Certified Professional status may apply for the additional status of Distinguished Certified Professional if the person:
  - a) has been a Certified Professional Member of the Australian Library and Information Association for at least five years; and
  - b) demonstrates professional/technical and personal knowledge and skills; and
  - c) provides evidence of a significant degree of autonomy in decision-making in practice; and
  - d) provides two referees to validate claims; and
  - e) is currently employed in the Australian library and information sector or an allied sector.
31. A person may use the post nominal (DCP) only while a person is a Member of the Association and maintains ALIA CPD Scheme compliance in accordance with clause 30 herein.

#### **Part 8: Associate Fellow membership**

32. Associate and Library Technician Members awarded Associate Fellow membership prior to 1 July 2013 may continue to use the post nominal AFALIA or AFALIATec as long as they maintain compliance with the ALIA CPD Scheme.

#### **Part 8: General membership**

33. General membership is available to any interested individual. No qualifications are required for this category.

#### **Part 9: Student membership**

34. A person studying towards a qualification who is interested in library and information services may apply for Student membership by providing evidence of their enrolment.

#### **Part 10: Institutional membership**

35. Institutional membership is available to organisations that provides library and information services.





### **Part 11: Corporate membership**

36. Corporate membership is available to organisations that provide products and services to the library and information sector.

### **Part 12: Code of conduct**

37. All Members of the Australian Library and Information Association are required to abide by the Association's Code of Conduct.

38. If a complaint is received about a Member being in breach of the Australian Library and Information Association Code of Conduct or for some other cause, the Company Secretary will seek to resolve the matter in the first instance.

39. If the complaint is considered by the Company Secretary to be of a serious nature, it will be reported to a Sub-Committee, which is formed pursuant to clause 15 of the Constitution, at the earliest opportunity and an investigation will be undertaken.

40. If, after examining the evidence, the Sub-Committee judges that a Member has acted against the Australian Library and Information Association's objects and core values, and/or to the serious detriment of the Association and the library and information profession, the committee can recommend to the Board that the membership be withdrawn.

41. A Member who is disbarred may appeal against the decision to the Board.

### **Part 13: Schedule of fees**

42. The Schedule of Fees is reviewed annually and any changes take effect from the following 1 July.

