

**APPROVED:**  
by the LA Senate meeting  
on 02.09.2011, p.2  
with amendments  
by the LA Senate meeting No. 9  
on 19.09.2017, p.3

## **REGULATIONS OF THE LIBRARY**

### **of the Luther Academy**

#### **1. General Provisions**

- 1.1. The Library of the Luther Academy (hereinafter referred to as the LA) is a structural unit of the LA without the status of a legal entity. The Library provides services and performance of other obligations defined in laws and regulations governing the activities of libraries.
- 1.2. Activities of the Library are defined in the Law on Higher Education Institutions, Law on Libraries, these Regulations, and other effective laws and regulations which are related to the activities of the Library.
- 1.3. Stock of the Library is supplemented by books and other resources of information which have been acquired by means of the LA, from donations by natural persons and legal entities, as well as by using other funds.
- 1.4. The Library is located in the premises of the LA at Alksnāja iela 3, Riga, LV-1050.

#### **2. Aims and Tasks of the Library Activities**

- 2.1. The aim of the Library activities is to provide the LA students, academic and general staff with access to information resources and services.
- 2.2. Tasks of the Library:
  - 2.2.1. to form a Library stock according to the LA study programmes;
  - 2.2.2. to create a system, catalogue and bibliography of printed works and other documents;
  - 2.2.3. to provide operative and high-quality library, bibliographic, and informative services;
  - 2.2.4. to advise the users in the matters of the use of the Library and obtaining information;
  - 2.2.5. to use the available information sources from other libraries in Latvia and abroad, as well as electronic libraries;

2.2.6. development and development of library automation.

### **3. Governance of the Library**

- 3.1. The work of the Library is managed by the Library manager who is directly subordinated to the Vice-Rector for Studies.
- 3.2. Activities and development of the Library is coordinated by a Library Council approved by the Rector. The Library Council is composed of the Vice-Rector for Studies, the librarian, heads of study directions, 2 representatives of academic staff of the relevant study programme, and 1 representative of the Student Council.

### **4. Financing of the Library**

- 4.1. Activities of the Library are financed by the financial means of the Luther Academy.
- 4.2. The Library is entitled to receive donations and donated money, printed works, audio and video recordings, as well as other tangible values.
- 4.3. The Library is entitled to participate in national and international projects to obtain additional financing.

### **5. Closing of the Library**

A decision on establishing, reorganisation, or liquidation of the Library, as well as making amendments to the current Regulations of the Library is made by the LA Senate at the proposal of the Rector.

**Chairman of the Senate**

**Hans Martin Jönsson**

Riga, \_\_\_\_\_ 20\_\_\_\_