

Membership & Services for related entities at member institutions

Approved by TDL Governing Board November 10, 2020

BACKGROUND

This policy outlines how non-library units on member campuses may join TDL and/or engage TDL for hosting services provided directly to them.

DEFINITIONS

- Primary Member Entity = the library that is a member of TDL
- Related Entity = Non-library campus unit or division (e.g. a Research Center or Department) on the Primary Member Entity's campus that wishes to engage TDL for hosting services

POLICY

Related Entities can become users of TDL services in one of two ways:

As a Regular or Affiliate Member. A Related Entity can join TDL as a separate Regular or Affiliated Member, with the associated rights and benefits of these membership types. As a Regular Member, for instance, they would have voting rights on the Member Board.

As a "Related Entity" under the primary member's membership agreement. With permission of the primary member, a related unit could join TDL and gain access to TDL's services under the primary member's contract.

- Service fees would be charged for the services used (e.g. DSpace hosting). There would be no additional *membership fees*.
- Service fees would be included on the primary member's annual invoice.
- The primary member would be responsible for seeking repayment from the related entity.
- This option is limited to Regular Members and related entities on their campuses.