

**General Meeting of
UWOFA Librarians & Archivists**

Wednesday 2 April 2008
12:30 pm to 2:00 pm
Council Chambers, UCC 315

Speaker: Peggy Ellis

President: Abhijit Gopal

The Speaker called the meeting to order at 12:35 pm. Attendance was according to the Nominal Roll.

2. Approval of the Agenda:

MOVED: Hoffmann/McPhee

That the agenda be approved as presented. **CARRIED**

3. Minutes of October 31, 2007 General Meeting

MOVED: Horoky/Costella

That the minutes of the General Meeting of October 31, 2007 be approved. **CARRIED**

4. Proposed changes to the UWOFA-LA Bylaws: M. Carroll

After a review of the UWOFA constitution and bylaws, changes to the bylaws were passed at the most recent UWOFA meeting. Constitution changes require a mail ballot. It was apparent that the UWOFA-LA bylaws of 2005, needed revision since these were not legally binding since there is one Association, although it represents two bargaining units. It was noted though that UWOFA-LA wants separate meetings for bargaining issues and, accordingly have an elected speaker and secretary. A change was made to Article 5 in 3c to remove the words "at least". The article would then read – "The quorum for all meetings of UWOFA-LA is 25 percent of the members".

5. Chief Negotiator's Report: M. Dawes

A new policy passed by the Board states that a chief negotiator must be selected by March 2008. Mike Dawes has been selected. A deputy chief negotiator should also be selected. The negotiating committee and the contract committee need to be formed and Dawes wants to hear from those interested by April 10, 2008. Administration wants to know which UWOFA-LA articles will be negotiated separately from UWOFA in order to get proposals ready to roll over the UWOFA-LA collective agreement for one year so that both bargaining units' Collective Agreements expire at the same time June 30, 2010. Dawes suggested that the team have 8 people with better UWOFA-LA representation and involvement because they are new at it.

6. Joint Committee Report: M. Dawes

UWOFA-LA particulars noted:

- a) own benefits webpage – description on HR website coming shortly
- b) proposal for harmonizing negotiations – better definition of academic activities, upcoming panel discussion
- c) annual report & review forms were revised and posted on website
- d) nominations and elections process will continue as previously
- e) workload committee – delayed report has shortened the time line for annual review, report and workload to meet the same deadline. There has been a request for flexibility for the deadline for workload report to go out to supervisors.
- f) Job description template – committee members in attendance (Waugh, McFadden, Costella) took questions from the members and will be requesting an extension of the deadline (April 15) for a final version. The main concern was that there is not a clear "why" and "how" this will be used if it is not supposed to be an evaluative tool, or linked to the strategic plan. Is it for hiring purposes only?

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7. President's Report: A. Gopal

Since it has been our first full year with the new agreement there are many details that are not clear yet and need better understanding. One of the main issues is defining academic activity. There will be a planning session on April 21, 2008 to discuss an upcoming panel on this.

8. UWOFA Librarians & Archivists Committee Report: K. Hoffmann

Communications are the main function. Bargaining time lines, role of stewards (Hoffmann, Brereton, Fyfe, Guthrie, Horoky, E. Marshall), council and this committee need to be clarified. A survey will go out shortly about academic activities.

9. New Business:

A reminder that the celebration of the 10th anniversary since certification of UWOFA will be held at the Grad Club, April 11 from 3:00 pm onward.

10. Adjournment:

MOVED: F. Gray/Bruton

That the meeting adjourn. **CARRIED**

The meeting adjourned at 1:55 pm.