

## LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING AGENDA

8 December 2021, 9:30 – 11:00 a.m. ZOOM

**Present:** Courtney Waugh, Matthew Barry, Cindy Cossar-Jones, Denise Horoky, Shawn Hendrikx, Vanessa Frank, Lina Rodriguez, Leslie Thomas (notes)

**Regrets:** Brian McMillan

**Approval of Agenda:** Approved

**Approved Approval of Notes:** Approved

### **Business Arising from Previous Meeting:**

1. **PAI Score Errors**
  - a. Shawn will forward to SLT that he sent a message to the membership concerning score errors.
  - b. If an overpayment occurs, the person overpaid can negotiate the repayment with the university. They can't just take it back on the next paycheck.
2. **ARR & COVID checklist concern**
  - Clarification for supervisors is recommended if the checklist will be used next year. Some supervisors don't seem clear on how to apply the criteria.
  - Shawn's understanding of the purpose of the checklist is that members are to be assessed like normal but if there are parts where someone is struggling, the checklist comes into effect to stop from being penalized. Can't be used to go from good to outstanding.
  - Shawn will let Brian know that some supervisors didn't seem to be considering the checklist in their evaluation and talk about any additional support required for supervisors

### **Standing Agenda Items:**

1. **User Experience and Student Engagement (Matt):** No report
2. **Teaching and Learning (Denise):** No report
3. **Research and Scholarly Communications and FIMS (Courtney):** No report
4. **Collections Management, Discovery and Access (Shawn):** No report
5. **Archives and Special Collections (Leslie):** No report
6. **Members Services Officer & Professional Officer's Report:**
  - a. Yesterday was day 4 in arbitration about 2 positions, Dec 16-17<sup>th</sup> next meetings
  - b. Ella Forbes-Chilibek, Director of Office of Faculty Relations, is leaving at the end of December. UWOFA hasn't been notified about who is taking over.
  - c. Search starting for FIMS library director role
7. **Faculty Times Article Ideas (Vanessa):**
  - a. Posting the extension to promotion/continuing appointment on webpage – yes
  - b. Confirmed that the communications committee can use their judgement on what to post publically when reminders and notices are sent to UWOFA-LA members
  - c. Working on building a new website – not everything will be brought to the new site, discussion about how much should be kept
8. **Senate Report: (Roxanne):**
  - a. Western Libraries report to senate was shared

9. **Joint Committee Report (Brian):** No report

10. **Board of Directors** No report

**New Business:**

1. **UWOFA Collective Bargaining Info session December 2<sup>nd</sup>** – Denise
  - a. After attending the UWOFA collective bargaining info session, Denise wondered if this committee should work on engaging members looking ahead to our bargaining.
  - b. UWOFA-LA members should be apprised of what is happening with faculty negotiations
  - c. LASC is the mobilization team in collective bargaining
  - d. UWOFA creates briefing notes for faculty representatives to bring to their faculty meetings including what UWOFA has been working on and reminders of things coming up in the collective agreements. A discussion was held about whether LASC would like this done for our meeting but it was decided that it wasn't necessary now but may be in the future. The faculty briefing notes will be sent to LASC members

**Next Meeting:** Wednesday, January 19<sup>th</sup>, 9:30 am

**Notes Rotation:**

Matthew Barry
Denise Horoky
<b>Brian McMillan (next)</b>
Leslie Thomas
Courtney Waugh