

LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING AGENDA

13 October 2021, 9:30 – 11:00 a.m. ZOOM

Present: Matt Barry, Courtney Waugh (notes), Shawn Hendrikx, Leslie Thomas, Brian McMillan, Denise Horoky

Regrets: Cindy Cossar-Jones, Vanessa Frank

Approval of Agenda: approved

Approved Approval of Notes: approved

Approved Business Arising from Previous Meeting: approved

Standing Agenda Items:

1. User Experience and Student Engagement (Matt):

Question about when and where Members can access the ARR Covid checklist.

- Brian reported that the OFR training materials have been approved (with some suggested modifications for delivery to UWOFA-LA), and training for supervisors is being scheduled for the week of October 18th.
- Information about training will go out to Members this week and will also include links to the checklist.
- Given that the training is happening much closer to the deadline than anticipated, Catherine Steeves is allowing for some flexibility with the deadlines. If you need an extension, please talk to your supervisor.

2. Teaching and Learning (Denise): No report

3. Research and Scholarly Communications and FIMS (Courtney):

- Two members from RSC reported an error in the PAI scores in their final ARR report. A recording error was made from a spreadsheet at the SLT level and there is currently no mechanism for the Business Office to verify the accuracy of the spreadsheet numbers. The Business Office is looking into solutions for cross checking this information.
- Members should know how to calculate their PAI allocation, and the formula is straightforward.
- A member from LASC will draft a letter to Members informing them of the error and provide guidance on how to calculate their PAI allocation in case they want to double check this year's ARR.

4. Collections Management, Discovery and Access (Shawn): No report

5. Archives and Special Collections (Leslie):

- Shawn shared that there was some concern from ASC Members that there were issues prohibiting them from teaching in the Reading Room. A limit was set on the number of students allowed to be in the Reading Room at one time (15), and that WL facilities was pushing for additional vague restrictions that would further impact teaching in that space.
- The member expressed concern that decisions about teaching were being made by WL facilities and that there was a lack of rationale other than “safety issues”.
- The Member felt that there was a lack of transparency as to how the decisions were being made, their questions were going unanswered, and the rules seem to change arbitrarily.
- Shawn and Leslie will continue to keep track of this situation and advise LASC as necessary.

6. Members Services Officer & Professional Officer’s Report: No report

7. Faculty Times Article Ideas:

- LASC members are encouraged to reach out to their groups and solicit ideas for Faculty Times articles.

8. Senate Report: (Roxanne): No report

9. Joint Committee Report (Brian):

- For discussion at the next JC meeting are how to best approach the longer term impacts of COVID moving forward. Questions: whether the ARR COVID checklists will be used for the next ARR reporting period considering that we are still working in a pandemic. Related to this is whether there has been any consideration to how COVID will be considered by the P&CA committee – will they be using the checklists? And if so, will they also receive training similar to UWOFA-LA supervisors?

10. Board of Directors

- Board members are gearing up for Collective Bargaining training to prepare for the upcoming Faculty Negotiations.

Next Meeting: Wednesday, November 17th, 9:30 am

Notes Rotation: Denise Horoky

Matthew Barry
Denise Horoky
Brian McMillan
Leslie Thomas
Courtney Waugh