

LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING AGENDA

22 September 2021, 9:30 – 11:00 a.m. ZOOM

Present: Matt Barry (notes), Courtney Waugh, Shawn Hendrikx, Leslie Thomas, Brian McMillan, Cindy Cossar-Jones

Regrets: Denise, Roxanne, Lina

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): Nothing to share**
- 2. Teaching and Learning (Denise): Nothing to share**
- 3. Research and Scholarly Communications and FIMS (Courtney): Nothing to share**
- 4. Collections Management, Discovery and Access (Shawn): Nothing to share**
- 5. Archives and Special Collections (Leslie): (Shawn mentioning)**
 - a. Discussion about communication gap with SLT that led to impact on ability to teach students.
 - b. Earlier in summer, SLT had given green light to bringing students into the reading room without issues. Work proceeded with that understanding. This decision was later reversed by SLT with very little time to modify teaching plan.
 - c. After conversation, ASC was able to have 15 students in the reading room at once, while other classes had to be cancelled, which was disappointing for faculty.
 - d. For ASC, it's not simply a matter of booking another teaching space, because the classes involve actually working with expensive rare collections.
 - e. Tom (head of ASC) tried to advocate on ASC's behalf, and they had gotten green light from facilities about it---change of course was not communicated to ASC at all.
 - f. No recourse being sought at this time, but ASC is disappointed by this situation.
 - g. Cancelled classes were not able to be re-run.
 - h. Cindy feedback: ASC needs to put on record how inability to use reading room / lack of communication had an impact on their ability to perform their professional practice.
 - i. Inappropriate that a reason was not given---this could be brought up at the Forum for additional discussion.
 - j. Potential forum item: Check for update on consultation process --- roll in ASC issue around poor information on reading room
 - k. Potential forum item: Discussion about how SLT communicates information to functional units – what is the flow of communication supposed to look like, and where are difficulties being encountered – Matt will bring to Jennifer / Courtney
- 6. Members Services Officer & Professional Officer's Report: Nothing to report**
- 7. Faculty Times Article Ideas:**
 - a. new agenda item to call for items for Faculty Times. Feel free to put forward ideas any time between now and next meeting. Communications Committee is working on next

Faculty Times. Depending on when writers get articles to them, they will publish--- hopefully in the next month. Hoping for articles pertaining to UWOFA-LA unit, such as around ARR process, or another article around library Forum. Looking for personal stories etc.

8. Senate Report: (Roxanne): Nothing to report

9. Joint Committee Report (Brian):

- a. Last meeting of Joint Committee was 2 days ago – had 3 standing agenda items that needed updates from SLT:
- b. Request for regular updates regarding Weldon renovation plan
 - i. Shared that we're closer to opening the 5th floor- supposed to be turned over today for IT installation, but construction work won't be done until middle of this week
 - ii. Staff on 5th floor should be moving in on October 5
 - iii. Study spaces opened on 2nd-4th floors after Thanksgiving
 - iv. Delays may have domino effect
- c. LA Forum – meeting upcoming, call for agenda items
- d. Considering effects of COVID on ARR – see new business
- e. Other pertinent info:
 - i. Faculty issue was raised that certain units on campus were requiring faculty members to attend in-person meetings. Are there mandatory in-person meetings being expected anywhere in the library?
 - ii. Agenda item around merging bargaining units, but didn't get discussed. May need to start thinking about having this discussion.
 - iii. Discussion of rules around serving alcohol at off-campus events --- UWOFA waiting for clarification. Faculty members are being disciplined, but there's no clear rule that this is not allowed.
 - iv. Rollover on collective agreement – administration is saying it's not allowed, but it seems like that should only apply to healthcare spending. Looking for additional feedback from Louisa on this.
 - v. Another possible forum topic: Bring attention to how library leadership has handled pandemic / protecting librarians from COVID through avoiding requiring unnecessary in-person interaction + conversation about how to help make sure people feel safe moving forward. Matt will bring to Jennifer / Courtney

10. Board of Directors Report (Shawn & Brian): Nothing to report.

New Business:

1. ARR Process in Light of COVID (Shawn & Brian):

- a. Members should have received a generic message from office of faculty relations with invitation to information sessions. There was not a lot of context in email, so UWOFA followed up with more specific email with context and shared report. All faculty to APE report; all librarians got ARR report.
- b. Since that time, OFR has been developing sessions:

- i. Info session for members. Is in development right now. Scheduled for next Monday (1-2:30pm) / Wednesday (10-11:30am). Will be recorded. Submitted revisions to OFR with feedback; meeting today to review revisions.
- ii. Training for supervisors. Has not yet been developed, but will include discussions on unconscious bias, how to consider and weigh info provided by members, etc.
- c. When OFR was suggesting information sessions, assumed they would be looping in admin / that there would be an admin representative --- but instead it will be OFR / UWOFA-LA presenting, and SLT is not in the loop.
- d. Some question as to whether 2nd session should be re-scheduled to avoid conflicting with LARSN guest speaker booked at the same time. Given that it's being recorded / there are two sessions, probably no need to re-book.

Next Meeting: Wednesday, October 20th, 2021. 9:30 a.m.

Notes Rotation

Matthew Barry
Denise Horoky
Brian McMillan
Leslie Thomas
Courtney Waugh