

LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING NOTES

20 April 2022, 9:30 – 11:00 a.m. ZOOM

Present: Brian, Courtney (notes), Lina, Maram

Regrets: Cindy, Denise, Leslie, Matt

Approval of Agenda: Approved

Approval of Notes: Approved

Business Arising from Previous Meeting:

1. PAI Scores -

There was some discussion about how best to facilitate dialogue about PAI score distribution. There was general agreement that a facilitated discussion with the Membership (separate from the scheduled ARR session – details below) would be ideal.

ACTION: Request that Matt draft a summary of the issue and aim to discuss how to move forward at the May meeting.

2. P&CA Report

LASC Chair has list of Members with probationary appointments. They are very interested in the proposed P&CA session tentatively scheduled for June.

Working with Centre for Teaching & Learning to arrange and host the session.

Former P&CA members have agreed to co-facilitate the session with members of WL administration and faculty relations.

Lina has agreed to monitor the chat for the session.

Standing Agenda Items:

3. User Experience and Student Engagement (Matt): No report

4. Teaching and Learning (Denise): No report

5. Research and Scholarly Communications and FIMS (Courtney): No report

6. Collections Management, Discovery and Access (Shawn):

CCS Members have some concerns about the Weldon 5th floor offices. Temperature is a problem and members are less inclined to open their doors for ventilation since they face student study space. The offices are also not soundproof which is problematic.

Office window film will be installed but this has been delayed. WL facilities manager is aware of these deficiencies and is “looking into it”. It was suggested that CCS have an explicit conversation about ensuring that the privacy film is applied above desk height to ensure privacy.

7. Archives and Special Collections (Leslie):

Question about the installation of security cameras in Weldon. Concern from ASC and CCS colleagues that occupy offices or other spaces adjacent to student study space, and without adequate office privacy are subject to surveillance.

- 5th Floor cameras are live and there are signs notifying the public. Mezzanine level cameras have been installed but not yet activated (2-4 weeks).
- UWOFA Member Services Officer receives periodic reports listing all cameras. The next report will be sent June 30, 2022.
- Privacy Article outlines that employer is prohibited from using cameras to monitor employee performance.

Operational Planning Burnout – overall overwhelm with planning activities (e.g. operational planning, strategic planning) and associated administrivia. This round of operational planning seems more labour intensive and onerous.

Perception that there is a focus on “new” initiatives over ongoing work.

- SLT wanted to be more involved in process so this is part of a more inclusive approach to operational planning.
- Templates and meetings designed to streamline process.
- Clarification that “new” initiatives are not more important than ongoing work. Important to connect ongoing work to plan.

8. Members Services Officer & Professional Officer’s Report:

Member question re: Compassionate Leave as the CA does not outline time limits for leave.

- Reminder to make requests to Chief Librarian and unit Head and they must respond
- Paid 100%
- No precedent for requests being denied
- Timelines vary but have been anywhere from days to 6 weeks

9. Senate Report: (Roxanne):

The agenda was shared with membership via email. Scheduled for April 22nd.

10. Joint Committee Report (Brian):

General discussion around new “disconnect from work” policy. Provincial legislation added to Employment Standards Act <https://www.ontario.ca/document/your-guide-employment-standards-act-0/written-policy-disconnecting-from-work>

- Being circulated to campus units
- BOG considered at April 6th meeting – more information forthcoming

Discussion about COVID and next AR reporting period. Small group meeting from UWOFA and Faculty Relations to draft recommendations.

- Deadline for recommendations July 2022

Reminder that Planned Activities deadline has been extended to July 2022.

11. Board of Directors (Shawn & Brian):

Mobilization Committee (MOBCOM) Chair, David Heap is working together with LASC Chair and Stewards may be asked to help.

UWOFA Office Update – Conan is the new Admin Officer replacing Jane who is retiring in the Fall. Corrine Harrison is the new Admin Assistant

12. Communications Officer (Maram):

New webpage for Faculty Times is up!

New Business:

LASC meeting minutes are now on UWOFA website

Steward Term check in – next meeting we will discuss term endings and renewals

UWOFA-LA Bargaining prep – it's that time again! Stewards are encouraged to consider joining the Collective Bargaining Committee or the Negotiating Team and to reach out to your units to solicit interest.

Next Meeting: Wednesday, May 25th

Notes Rotation:

Matthew Barry
Denise Horoky (next)
Brian McMillan
Leslie Thomas
Courtney Waugh