

LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING NOTES

25 May 2022, 9:30 – 11:00 a.m. ZOOM

Present: Denise (notes)

Regrets: Cindy

Approval of Agenda: Approved

Approval of Notes: Approved

Business Arising from Previous Meeting:

1. PAI Scores -

Previous meeting: 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.

Previous ACTION: Request that Matt draft a summary of the issue and aim to discuss how to move forward at the May meeting. Further discussion took place with some focus on what info can be shared with members.

ACTION: Matt will prepare the report and bring a draft to this committee for review and discussion

2. Weldon Offices & Cameras – Concerns were expressed about the delay in the installation of privacy film for the offices on the 5th floor of DBWeldon Library. Members have been assured the work will be done. Concerns regarding cameras were also addressed by SLT – there are no cameras in washrooms. If Members still have concerns about the cameras, they can contact Ben Rubin who is UWOFA's rep on Western's video monitoring committee. Additional conversation revolved around the issue of air flow on the 5th floor. Members are reporting that the air is stale and it is "stuffy" on the floor. Staff have been given a "work from home" option until the air flow issue is resolved.

3. Steward Term Check-in – Some Stewards terms may be coming to an end.

ACTION: Please let Shawn know if you are planning to step down.

Standing Agenda Items:

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

5. Teaching and Learning (Denise): No report

6. Research and Scholarly Communications and FIMS (Courtney): Concerns have been expressed about the amount of time that has been devoted to strategic and operational planning leading some members to comment on the burden of increased workload and its impact on mental health and wellness. If Members are experiencing mental health issues, the Collective Agreement provides sick leave under the article Income Security. It was also noted that newer EAP provisions are seriously lacking when it moved to a new provider and complaints about the inadequate EAP support have been received by Western. It was noted

that UWOFA has an EAP Committee and the current UWOFA representative is Melody Viczko. She and the EAP Committee can be contacted about further concerns about EAP support for members.

- 7. Collections Management, Discovery and Access (Shawn):** No report
- 8. Archives and Special Collections (Leslie):** Clarification for members about the timeline for spending PER as we enter the last year of our Collective Agreement. It was noted that this will be discussed at Joint Committee meetings.
- 9. Members Services Officer & Professional Officer's Report:** Before this meeting, Cindy shared the arbitration decision against adding the two User Services Manager positions to UWOFA-LA. A pdf of the decision has been shared with the Membership.
- 10. Senate Report: (Roxanne):** No report received. The Senate met on May 13, 2022. The next Senate meeting is scheduled for June 10, 2022. Members had some further discussion about the best method of making our members aware of the Senate meetings and resulting notes. Some discussion centred around the clarity of the different roles on this committee. ACTION: Courtney will draft a short (in bulletin format) draft document and will bring it to this committee for review and further discussion.
- 11. Joint Committee Report (Brian):** a) Considering the effects on COVID on upcoming ARR's – Brian will be seeking member feedback (positive and negative!) on the COVID checklists appended to last year's ARR reports to evaluate the pandemic's impact on Members' performance. Brian will send an email to members. b) Timing of Planned Activities Document c) Promotion and Continuing Appointment Committee d) Health and Safety – continuing discussion about safety while working on campus. The masking and vaccination mandates will be reviewed for the Fall.
- 12. Board of Directors (Shawn & Brian):**
- 13. Communications Officer (Maram):** UWOFA now has an Instagram account: [uwofaco](#)

New Business:

- 14. Co-op Student Professional Development Session** – Shawn, Denise (and Roxanne when she was on this committee) offered an information session regarding working in a unionized environment and Collective Agreements. It was noted that these sessions have yielded a high degree of student engagement especially around signing a first contract and duties/responsibilities under Collective Agreements. ACTION: If you would like to be involved in this year's Co-op Student Professional Development session (late summer) please let Shawn know by our next meeting.

Next Meeting: Wednesday, June 15th

Notes Rotation:

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