

## **LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING NOTES**

**15 June 2022, 9:30 – 11:00 a.m. ZOOM**

**Present:** Leslie (notes), Brian, Cindy, Denise, Lina, Maram, Matt, Shawn

**Regrets:** Courtney

**Approval of Agenda:** No changes

**Approval of Notes:** No changes

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

#### **1. PAI Scores -**

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

Discussion

- What if anything should be done with the draft report?
- There is a process that members can follow if they aren't happy with their score.
- Should a conversation with members about PAI scores and criteria be held?
- Main concern seems to be how the criteria are being applied by supervisors.

Next steps. Next meeting – further discussion with the criteria available to look at

#### **2. Co-op Student Professional Development Session**

Previous ACTION: If you would like to be involved in this year's Co-op Student Professional Development session (late summer)

Next steps: Please let Shawn know by our next meeting if you would like to participate.

Matt will work with Shawn to deliver the session.

### **Standing Agenda Items:**

#### **3. User Experience and Student Engagement (Matt): Nothing**

#### **4. Teaching and Learning (Denise): Nothing**

#### **5. Research and Scholarly Communications and FIMS (Courtney): Nothing**

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

Member query #1:

Arm's length referees for P&CA. Can we include individuals we have had some communication with before (e.g., OCUL committees, etc.) but not directly worked with? What is considered a 'previous interaction with the referee that might lead to a perception of bias'? (page 160 of Collective Agreement).

- Conflict would be working on a paper together or working closely on a committee
- If there is an issue – they can talk to the chief librarian or their supervisor
- Knowing referees is fine

Action: Passed on to be discussed at the PNCA workshop continuing appointment training by Christie and Marisa

Member query #2:

Planned activities and annual report in relation to term librarian position.

- Planning period would cover the time of their term
- Would be in their interest to write the report because they will get feedback on performance, even if term ends shortly after due date
- Clause 4.1 Annual report and review

**7. Archives and Special Collections (Leslie):** nothing

**8. Members Services Officer & Professional Officer's Report:** nothing

**9. Senate Report: (Roxanne):**

Previous ACTION: Courtney will draft a short (in bulletin format) draft document and will bring it to this committee for review and further discussion.

Action: Shawn will follow up with Nig about whether a replacement has the same privileges. Lina will find out who the UWOFA senate observer is.

**10. Joint Committee Report (Brian):**

At its last meeting (May 25, 2022), Joint Committee discussed three issues that touch upon UWOFA-LA Members:

1. Considering effects of COVID in L&A ARR: Development of guidelines for taking into account effects of COVID-related circumstances in Librarians and Archivists Annual Report and Review (Association): Jeff will schedule a June meeting with Dirk, Diane, and me (Brian).  
*June 15<sup>th</sup> update: No meeting has been scheduled yet. I've emailed Jeff Tennant to inquire further. Seven Members responded to my email asking for feedback on the 2020-21 ARR COVID checklists. In general, those who responded did not have issues with the checklist itself as a tool, but were concerned in its application by supervisors and SLT.*
2. Training for PTCA, PTCS Committees in consideration of COVID-19 impacts. OFR recognizes this important and plans to revive this project once the new director is in place (after June 1<sup>st</sup>).  
*June 15<sup>th</sup> update: No action so far on this agenda item.*
3. Health and safety for librarians, archivists, and faculty required to work on campus: PPE, Keep this on the agenda as a place-holder for updates in future months as the COVID situation in the fall becomes clearer.

**11. Board of Directors (Shawn & Brian):** Nothing

**12. Communications Officer (Maram):** Defer

New Business:

**13. Summer Meetings** – will meet in July, will decide about August later

**Next Meeting: Wednesday, July 20th**

**Notes Rotation:**

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