

LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING

19 July 2023, 9:30 – 11:00 a.m. ZOOM

Present: Matt (notes), Shawn Hendriks, Denise Horoky, Leslie Thomas, Brian McMillan

Guests: Christy Sich, David Heap

Regrets: Courtney, Lina, Cindy

Approval of Agenda: Approved

Approval of Notes: Approved

Business Arising from Previous Meeting:

1. UWofA-LA Mobilization (David Heap & Christy Sich)

Talked to collections, RSC, UX about mobilization

- RSC keen to talk with faculty colleagues about things they wish they could do but can't
- Went over number of contacts per person and what they might be willing to talk about
- UX had less uptake—small group without a lot of faculty contacts, and Katya wasn't present
- Still have ASC and CMDA to meet with
- Christy will be looping back with T&L

Will be looking at overlap and gaps in which faculties we engage with, able to keep an eye on how engagement is happening

Discussion around upcoming townhall and need to raise specific issues --- will hold a pre-meeting beforehand to discuss.

- Additional discussion around who will be asking questions and taking notes about what happens during the townhall

- Also mention of using union-themed virtual backgrounds during meeting

- will also be an opportunity for written submissions later on which we can discuss later

Resources hub for L&A talking to faculty: <https://www.uwofa.ca/about-uwofa/la-resources/>

L&A network analysis document:

https://docs.google.com/spreadsheets/d/179D_IbGxGPC4yT6WKQJ0yBQPOVaJCyc1rjZ3N4twvY0/edit#gid=1523714993

- David will also be reaching out to faculty that signed the OCUFA letter to try to get them to support the library

2. Annual Report and Review Committee (Shawn & Leslie)

Previous Action: Shawn will reach out to members or previous members of the committee to see what the gray areas are

Shawn reached out to previous P&CA members about this and learned:

- one member felt that journal articles should be valued less than academic publications and felt there should be clearer guidelines about what's expected

- also mentioned finding it unfair when supervisors don't flag problems and people get promoted who are not performing their professional responsibilities; don't support automatic promotions for people who have continuing appointment

- other two members felt that academic activity isn't defined in a meaningful way --- peer review expected, unclear how much is needed.

- also mentioned that many members are deferential to Catherine's perspectives, so it may be

useful for the members to meet in advance, because people don't tend to want to go against Catherine, despite Catherine actively soliciting feedback.

- Ultimately the criteria are up to interpretation by the current members of P&CA at the time.

Discussion: It's weird how much of the focus of this discussion is on academic activity, rather than on professional practice, which makes up the vast majority of our portfolio (and also service should count).

A need for guidelines, and Catherine has indicated that she's open to the development of guidelines for committee members --- but this is a big thing, and would be putting a lot of power in the hands of a small group of people. With current negotiations, it seems unlikely that we'll be changing the CA language anytime soon.

Discussion around maybe it's better to have this be informal or to wait until the new UL takes over before we move forward

Also discussion about benefits of not having guidelines – provides flexibility and ability to argue for your work

Action item: Stewards have a discussion with teams about how members feel about P&CA guidelines – come up with questions we could ask

- provide additional context about how it's unclear what P&CA expectations look like, especially around AA

- ask people how we should address this (forum, leaving it to P&CA committee, status quo, CA revision)

- make notes about what desired next steps they'd like to see

3. **UWOFA-LA session focused on the L/A Forum to empower Members to raise issues and facilitate healthy dialogue (Shawn, Courtney, Matt)**

Deferred.

4. **"No" List**

Previous Action: Brian will talk to Comms and mobilization committee, Johanna and Kristin about "no" list information for bargaining.

Context: this is about whether we want to track the different projects we're saying no to to provide evidence about what we're not doing due to lack of capacity/compliment

Brian brought this to Johanna and Kristin but hasn't heard back yet.

Notes from Brian:

"I lost track of this item, but I've now written to Kristen and Johanna and will likely hear back shortly. If I don't get an answer before tomorrow's meeting, I'll share their thoughts via email with the entire committee."

5. **Selection Committee for Chief Librarian**

- Consider questions to ask at June 20th Town Hall
- Brian: "Please send me questions to ask! I've also written Tiara of UWOFA's Comms Committee for the questions."

6. **Support for ARR writing this summer**

- Writing retreats on zoom for ARR? Would there be interest?
- Session to provide guidance
- Perhaps people could meet in their own unit, smaller discussions
- Could we have some structure or guiding questions?
- Timing may be off since some units are starting the process soon

Previous Action: Shawn will set up a document that LASC can use to put suggestions

Action item: Stewards will hold discussions with members about ARR, but can always respond to individual member requests for support and provide examples of ARRs to people who want them.

7. Coop PD session

- Scheduled for Sept. 22 from 10:30-12. Everyone is invited to attend. If you want to lead or co-lead, let Shawn know. Did one or two people indicate interest at last meeting?

Courtney and Denise have volunteered to co-lead this meeting.

Standing Agenda Items:

8. User Experience and Student Engagement (Matt):

- Asked why UL job posting wasn't shared with members --- member found out by seeing job posting online rather than through internal email.

Unclear how it works --- townhall is supposed to inform process, but not sure if we'll be told the outcome of that process.

Could be worth sending an email to committee to see if there's any documentation we could look at to ground our questions --- see if they were willing to share with WL staff.

WL reps: Liz Mantz, Alanna Marson, Brenda Bell

9. Teaching and Learning (Denise):

nothing to report

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

absent / nothing to report

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

nothing to report

12. Archives and Special Collections (Leslie):

nothing to report

13. Members Services Officer & Professional Officer's Report (Lina & Cindy):

one member inquiry regarding retirement and resignation, but nothing to discuss

14. Senate Report: (Roxanne):

A couple of other issues that would be helpful to address:

- communication b/w LASC & Rachel/president re: nominations process (last time a call never went out to whole membership)
 - A call should go out to members for senate observer
 - What is the term?
- alternate member for Senate Observer
 - Identify an alternate member in case observer is not available.
Include alternate in the call

Previous Action: Shawn will reach out to Rachel and Conan

Apparently, when someone steps down, a call goes out for the position, including senate reporter --- but Shawn doesn't recall a call ever going out for this or for chief steward position.

Discussion around more formalized UWOFAs roles and the potential need to do have a more formal process (or to have said formal process be followed) than has been used previously to

ensure that there are opportunities to fill those roles. Individual solicitations are probably a more effective method for getting volunteers, but they should still follow after a message to all members.

Next step: Shawn will get input from Courtney about this, and will reach back to Nig to confirm that call for UWOFA-LA positions will be sent to all members.

(no actual Senate meeting to report on)

15. Joint Committee Report (Brian):

The last formal meeting of this year was held June 6.

- a. The three issues that pertain specifically to L&As are rather old news by now:
 - i. UWOFA-LA Career Trajectory Committee: Catherine reports the committee is going very well. Another meeting is scheduled for June 13th. Catherine anticipates 1 or 2 more meetings to wrap up this year's distribution.
 - ii. Member Concerns regarding issues with Annual Report and Review (ARR) form: Brian to follow up with Gene Lusk to see where work is on this project. – *Update: I'm meeting with Rob Graves today to discuss revising the form.*
 - iii. Annual Report and Review (ARR) criteria review: Marisa Tippett indicates that everything is ready for a vote; Catherine will work with her office to put the proposed criteria up for a vote. *Update: As you know, the vote went ahead and the proposed criteria were accepted.*
- b. There were a number of issues that affect both bargaining units:
 - i. Training for P&CA, PTCS Committees in consideration of COVID-19 impacts: No updates. Connie Zrini (OFR) reports no capacity to work on this, but they do recognize its importance.
 - ii. Health and safety for librarians, archivists, and faculty – accommodations following the lifting of mask mandate – what accommodation is available for Members and how do they request it?: OFR is updating info on accommodations on its websites and will update deans on what those accommodations are.
 - iii. Western's plans for compliance with Bill 26 (Non-discrimination/Harassment/Sexual Misconduct). Jeff shared (UWO legal counsel) Sydney Kruth's responses to UWOFA's questions with UWOFA JC Members. We will review the feedback and follow up with R Monti and Sydney.
 - iv. OWL Migration: Acknowledgement of receipt of notice that UWO has chosen BrightSpace as its new platform. UWOFA will collect any questions that may arise and send them on via email to Sergio ? and Susan Lewis.
 - v. Child and Family Care: This is an ongoing issue that will take some time to resolve. According to Robert Monti's investigations, the YMCA should offer more than 60 childcare spaces to UWOFA Members in the fall. However, UWOFA has heard different anecdotes from Member who have been refused spaces until further notice (indefinite). Chris Alleyne (VP Operations & Finance) was to meet with the YMCA in early June and update Monti via email. I'm not sure if this has happened.
 - vi. Bill 88: Draft Electronic Monitoring Policy: The Employer shared a draft policy that would bring Western in alignment with the provincial Bill 88 to which UWOFA responded with several questions. Answers were received and UWOFA is considering these answers and preparing a response. *Update: I believe this consultation is ongoing.*
- c. A major portion of the June meeting was dedicated to a preliminary discussion of a "Research ID" project just getting underway. It's an initiative of the Provost Office and Western Research. A Provost-level working group, chaired by Mark Daley (special advisor to the president on data

strategy), has been assembled to address this issue. Catherine Steeves currently represents WL. At that point, there had been one meeting. Robert Monti invited Mark Daley to come to JC to get UWOFA in the loop as early as possible. There was no formal presentation: Mark reviewed broadly the goal of the project (to identify possible platforms to assist Western researchers in managing their reporting obligations to various funding agencies) and asked for questions. Two questions in particular touched on L&As:

- i. When will RSC be consulted? UWOFA JC members very forcefully made the case that RSC librarians should be involved as soon as possible since data management is their specialty.
- ii. How will the new platform interact with existing systems, such as Scholarship@Western? Making sure the platform plays well with existing systems is a priority. Catherine shared that Western is pursuing a consortial OCUL institutional repository. She stated that she has made it clear to the Provost that WL needs to be involved in the selection process and must receive adequate funding to take on the responsibility of ensuring data preservation.

16. Board of Directors (Shawn & Courtney):

Currently focus is on negotiations / administration. Nothing noteworthy to share.

17. Communications Officer (Maram):

Regrets / nothing to share. Reach out to Comms office to get posters/buttons or to do a video or be featured on a poster.

18. Librarians & Archivists Forum (All):

Will wait to hear back after discussing with membership next steps for clarifying P&CA.

New Business:

Joint Committee is currently discussing campus / faculty safety due to the events at Waterloo.

Notes from Brian: "The issue of faculty/student safety was already on the JC agenda following a threat received at the Department of Visual Arts earlier this year and its subsequent handling by the University. The attack at Waterloo has spurred on the sense of urgency to clarify procedures and communications between UWO police, administration, and the university community. A meeting with Bill Chantler, Chief of UWO Police, and JC is in the works."

If there are any concerns coming from colleagues, ensure that they're brought forward!
Discussion around staff safety education / having a safety expert to come in to provide safety advice.

Action item: Shawn will bring this to Brian and SLT to get the ball rolling on safety training.

Note-taking roster for upcoming meetings

Matt Barry (notes)
Denise Horoky
Leslie Thomas
Courtney Waugh (next)