

LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING

16 August 2023, 9:30 – 11:00 a.m. ZOOM

Present: Courtney (notes)

Guests: Christy Sich, David Heap

Regrets: Denise, Leslie

Approval of Agenda: Approved

Approval of Notes: Approved

Business Arising from Previous Meeting:

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

Mobilization is ramping up and we need as much engagement as possible from the Membership.

Remind your groups about the posters and encourage them to put them up in as many places on campus as possible. Members can also reach out to non-librarian colleagues in other departments and ask them to put posters up in their spaces.

Network analysis spreadsheet: please remind your groups about this spreadsheet and encourage them to add their connections. Consider who on the list we can reach out to for support. Faculty council meetings are another opportunity for engagement.

Upcoming opportunities:

- LDLC Labour Day Picnic, Monday, September 4th from 12-4pm at East Lions Park.
- O-Week – September 5-11 – INFORMATION PICKETS will be scheduled for this week. David will send out a sign-up sheet soon and stewards will be asked to participate and encourage members to sign up for shifts.

Maram will be sharing email signature text with Members to use during negotiations. See the most recent Bargaining Bulletin for info on recent settlements at other institutions and how our offer compares (spoiler alert – thumbs down).

Stewards are asked to reach out to Members who are willing to create short videos for our campaign.

ACTION: Courtney will poster Weldon, Shawn will poster Elborn DDM area

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

Previous Action: Stewards have a discussion with teams about how members feel about P&CA guidelines. Ask people how we should address this (forum, leaving it to P&CA committee, status quo, CA revision).

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

4. “No” List

Does your unit have a “No List” of professional practice, projects, etc.. that must be declined, parked, or shelved due to a lack of resources? If so, please share with Brian for comms messaging.

ACTION: Brian will collect No lists and share w/ UWOFA comms.

5. Selection Committee for Chief Librarian

- Debrief from July 20th town Hall
- Brian shared highlights from the meeting
 - Members were candid
 - Members described impact and value of our work
 - An external review will likely take place during the first year of the new CL tenure rather than at the end of the outgoing CL
 - The recruitment may not be entirely public due to candidate privacy concerns – members may learn of candidates last minute

6. Support for ARR writing this summer – deferred

7. Staff safety education

Following the stabbing at UWaterloo there is a desire for improved safety training for staff. The head constable on campus will be meeting with Joint Committee to review safety education options.

Joint Committee is exploring ideas so Western Libraries will not be pursuing this at this time until there is more information from the University administration.

ACTION: Brian will follow up with Jeff Tennant to find out what, if any, progress has been made.

Standing Agenda Items:

- 8. User Experience and Student Engagement (Matt):** possible discrimination case. UWOFA can appoint a case officer if needed.
- 9. Teaching and Learning (Denise):** No report
- 10. Research and Scholarly Communications and FIMS (Courtney):** No report
- 11. Collections Management, Discovery and Access (Shawn):** No report
- 12. Archives and Special Collections (Leslie):** No report

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

There have been six recent inquiries related to Appointments, Compensation (career trajectory fund), and Child & Family Care

Cindy and Lina have also been asked to work on reviving the Faculty Representative Council (LASC for faculty) starting sometime in September.

14. Senate Observer update:

Shawn clarified that according to the UWOFA bylaws certain positions such as Board members at large and Speaker involve a general call to all Members.

The Senate Observer seat falls under policies defined by Senate and are more like Board or Presidential appointees – the process is rather informal.

The membership / LASC could consider changing the process to include a general call, but we would need to be very specific about what we're asking and who would be involved.

For example, UWOFA-LA Nominations Committee could be responsible for putting out a call and gathering nominees.

If the Board and President are open to shifting over to the membership to create a pool of nominees and create a process to spread the opportunity across the membership, we could consider changing the process. Any revised process could also apply to the Joint Committee rep position. Brian will be in the JC position for another year and expressed a desire to have a more transparent process going forward.

No decision needs to be made at this time so we will continue the discussion.

In the meantime, Roxanne has renewed her term.

ACTION: Shawn will follow up with Roxanne regarding an alternate Senate observer to ensure coverage when needed.

15. Joint Committee Report (Brian): No report

16. Board of Directors (Shawn & Courtney): No report

17. Communications Officer (Maram):

Labour Day & O-Week – see Mobilization update above.

Maram is still looking for Member video testimonials and faculty testimonials for a new series.

ACTION: Stewards, please reach out to your folks with reminders about these requests.

18. Librarians & Archivists Forum (All):

Call for new business for the upcoming L/A forum. Think about what issues you would like to raise.

New Business:

19. Ideas for Poster Messaging

Liz H. and Anne are requesting one liner descriptions of Librarian & Archivist work to include in communications.

ACTION: Stewards, please reach out to your folks with reminders about these requests.

Note-taking roster for upcoming meetings

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