

**LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING
(DRAFT) NOTES
18 NOV 2020, 9:30 – 11:00 a.m.
ZOOM**

Present: Roxanne Isard, Anne Quirk, Matthew Barry, Courtney Waugh, Denise Horoky (recorder), Christina Zoricic, Brian McMillan, Lina Rodriguez

Regrets: Cindy Cossar-Jones

Approval of Agenda: Approved

Approval of Notes: Approved

Business Arising from Previous Meeting:

1. Update on Management Committee (MC) notes being posted (Christina) - This issue was discussed at a MC meeting and the Chairs are working on having the notes published.
2. Academic Activity Fund. In Catherine's email shared last month, she stated that she had notified the two members that their applications were successful. The two members have now been notified. Also, was there an announcement Catherine said she would share with the membership (Courtney)

Action: Roxanne will follow-up with Catherine Steeves

3. Library Forum (LF)- Pre Forum meeting with Membership (all) - It had always been the hope of this membership to have an in-person inaugural Library Forum (LF) but the COVID-19 restrictions preclude this. It is imperative for the Library Forum to be established which means our very first LF meeting will be held over Zoom. Today we discussed pre-forum work this committee needs to do including re-visiting Matt's original template. Everyone was asked to take a look at the template to make changes if necessary. We will also need to set a date early in the new year(January 2021?) and send out a SAVE THE NOTE to the membership.

Action: Matt will re-send the template with changes to the group.

Action: Roxanne will send a SAVE THE DATE email to the membership

Standing Agenda Items:

4. Stewards' Reports:

User Experience and Student Engagement (Matt): No issues/questions to report

Teaching and Learning (Denise): No issues/questions to report

Research and Scholarly Communications and FIMS (Courtney):

Collections Management, Discovery and Access (Christina): We need clarification about who needs to cc'ed on the ARR. We also need to address the ongoing issues with the L/A ARR Form on the Faculty Relations website. These issues have been brought forward before and we were told changes were easy to make but to date those changes have not been made.

Archives and Special Collections (Anne): WL communication, specifically the representation of librarian/archivist work in the WL Annual Report. Some librarians/archivists feel unfairly misrepresented and/or absent from the WL Annual Report. They used words like “undervalued” and “undermined” by the parsing of their work that is presented in the WL Annual Plan. There was discussion about how the “stories” were solicited from the various teams and the editorial role of SLT. WL communication continues to be an issue as well documented in the WL results of the 2020 WeSpeak Survey. We also discussed the ill-defined role of WL communications staff and how long-range plans will include discussing this issue with Julie Kiser when she returns to work after her leave. It was decided that this issue could be addressed at our Library Forum when it has been established in early 2021,

Members Services Officer & Professional Officer’s Report (Lina): UWOFA filed a Policy Grievance regarding the recently posted User Experience -PMA position. Job ID 20842 (Lina for Cindy)

Senate Report: (Tom): No Report

Action: Roxanne will follow-up with Tom

Joint Committee Report (Brian McMillan) - Brian reported on topics under discussion at the October 22nd Joint Meeting. Brian noted that the L/A ARR form will be discussed at Joint Committee on Thursday November 19th.

New Business:

FYI - ARR form issues to be brought to Joint Committee meeting to address form on the faculty relations site.

Next Meeting: Wednesday, December 16th, 2020. 9:30 a.m. (Recorder: Brian McMillan)

Denise is sending her regrets for this meeting.

Notes Rotation

Anne Quirk
Courtney Waugh

Christina Zoricic
Matthew Barry
Denise Horoky
Brian McMillan