

LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING AGENDA

17 November 2021, 9:30 – 11:00 a.m. ZOOM

Present: Denise (notes), Lina, Shawn, Leslie, Courtney, Matt, Brian, Vanessa,

Regrets: Cindy

Approval of Agenda: Approved

Approved Approval of Notes: Approved

Business Arising from Previous Meeting:

1. **PAI Score Errors** - Message sent to members. Some feedback/clarifying questions. One additional error was reported. We will follow-up with members reporting errors. Further follow-up with SLT might be necessary.
2. **Reading Room Limits** - No further concerns have been reported.

Standing Agenda Items:

1. **User Experience and Student Engagement (Matt):** No report
2. **Teaching and Learning (Denise):** No report
3. **Research and Scholarly Communications and FIMS (Courtney):**
 - a. Senate Observer – question about info sharing - discussed below #8
 - b. ARR & COVID checklist – concern - need for continued discussion around the appropriate use of the checklist.
4. **Collections Management, Discovery and Access (Shawn):** No report
5. **Archives and Special Collections (Leslie):** No report
6. **Members Services Officer & Professional Officer's Report:** No report
7. **Faculty Times Article Ideas:** New issue is in process. No Librarian/Archivist article in the upcoming issue. We will work to provide an L/A article for the next issue. Ideas can be shared with Vanessa or ?
8. **Senate Report: (Roxanne):** Roxanne asked if LASC members have suggestions for her as our Senate representative. It was noted that advance notice of the upcoming Senate meetings with an attached agenda would be helpful. Making note of WL specific agenda items (eg., Catherine Steeves talked about Open Ed at the last Senate meeting) would be helpful for our members. And finally, it might be worthwhile reminding our WL colleagues that they can join the Senate meeting to watch (but not ask questions).
9. **Joint Committee Report (Brian):** Brian asked about the L/A items on JC agenda (DBW renovations, L/A Forum, and effects of Covid-19 on ARR/APE process). Suggestion to create a Letter of Understanding (LOU) and make recommendations for the effects of Covid-19 on ARR/APE process for next year. Discussion of PER and rollover of funds at the end of a Collective Agreement: There is an agreement to extend the PER funding for 6 months after the expiration of the Collective Agreement. Discussion about EAP with concerns expressed about the move from a local provider to a more national provider. HR is working to improve access and access is for crisis/short term support as bridging support to local providers for long term support. Employees can check the Wellness website and the Living Well website. Training for Promotion/Continuing Appointments committees regarding the effects of COVID-19 on the process. Use of identification lanyards was also discussed. Western released a report on

responsibilities of members who receive sexual violence disclosures. We cannot guarantee confidentiality. It is the responsibility to report disclosure. Members should review the policy

10. **Board of Directors** – Preparations are ongoing for faculty negotiations.

New Business:

1. **Western Community Identification System** - Issue of lanyards has been resolved.
2. **CAUT Discussion on Librarians ListServ – FYI** - Discussion of policies surrounding return to work.

Next Meeting: Wednesday, December 8th, 9:30 am

Notes Rotation:

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