

LIBRARIANS AND ARCHIVISTS COMMITTEE MEETING

22 January 2014, 9:00-10:30 a.m.

M-18, The D.B. Weldon Library

MINUTES

Present: Liz Mantz (chair), Fran Gray, Marni Harrington, Leanne Olson, John Sadler, Meagan Stanley
Ex-Officio: Cindy Cossar-Jones
Recorder: Leanne Olson
Guest: Linda Dunn

1. Approval of Agenda

Agenda was approved, noting likelihood of items being deferred in favour of 6a.

2. Approval of Minutes of 18 December 2013

Minutes were approved.

3. Stewards' Reports:

No issues were reported.

4. Professional Officer's Report:

Cindy noted that the arbitrations in progress are continuing; there are no updates.

Concern has been expressed by UWOFA regarding number of librarian vacancies (currently at least ten).

5. Business Arising:

a. Workplace Climate - Member-driven ARR writing sessions: All

We discussed upcoming Member-driven ARR sessions to occur 23 and 24 January. Fran and Marni emphasized that the sessions (same one, offered twice) will examine relevant clauses in the Annual Report and Review article, as well as the Criteria and Supporting Evidence document, and discuss their meaning. The sessions are not intended to provide "how-to get 'Outstanding' on your ARR", but as a way for Members to understand the article, and to share tips and questions. Marni will take notes of questions for follow-up as appropriate.

The Grad Club conference room has been booked for February 6th over lunch (11:30 am to 2:00 pm) as a shared workspace where Members can drop in and write ARs together or help each other. It is informal and not a LAC-sponsored event.

b. Terms of Reference for LAC: All

We continued discussion of feedback received from UWOFA Policy & Governance, and considered whether the revisions changed the intent of the original document.

Part of the discussion centred around the role of the Chief Steward and workload expectations. The work exceeds the 10% normally allotted for Service; the role needs release time. Further discussion at next LAC meeting.

c. Date for Building Stronger Associations workshop (TBD)

This item was deferred.

d. 26 March 2014 date for GM

The next UWOFA-LA General Meeting will be March 26, 2014. Food will be provided.

e. L/A representation on Senate and other University-wide committees

Leanne noted that an earlier question posed by a Member is still outstanding: query why Librarians/Archivists don't have representation on Senate and other University-wide committees?

6. New Business:

a. LAC and Joint Committee: All

This discussion Linda Dunn (Deputy Chief Negotiator for UWOFA-LA) centred around the following questions: What is the relationship between LAC and Joint Committee? What info is helpful, and what info should be passed on to Joint Committee? How does Joint Committee function?

Linda explained that she is on Joint Committee in her role as DCN. Joint Committee meets approximately once per month and includes appointed members of UWOFA (CN and DCN for current Collective Agreements; UWOFA VP, Chair of UWOFA Grievance Committee as an observer; UWOFA Professional Officer as a resource) and Administration members. Notes are not posted.

Issues related to the administration, operation or interpretation of UWOFA Collective Agreements are brought forward by Admin or UWOFA. Sometimes issues come through LAC and are brought to Joint Committee via UWOFA's Professional Officer (Cindy Cossar-Jones); alternatively, Members send issues directly to DCN or Chair of UWOFA's Grievance Committee. These individuals then determine whether an issue is appropriate for discussion at Joint Committee, or whether it should be re-routed. Issues taken to Joint should affect all Members (i.e. are not personal issues or grievances).

A close relationship between LAC, UWOFA, and Joint Committee benefits Members. Marni noted that currently, issues can go straight to Linda without LAC knowing about them. Linda noted that Members should have every avenue open to them in order to provide flexible options in presenting issues. Joint Committee discusses and recommends feasible solutions such as waivers and Letters of Understanding (LOUs) for problematic clauses or language in the Collective Agreement(s).

Linda noted that it is important that the individuals on Joint Committee understand the intent of the negotiated language in order to make informed decisions, and that she is willing to attend LAC meetings as requested, to ensure clear communication.

**b. Proposed process change to selection of Library Directors and Department Heads:
John**

This item was deferred.

c. Position vacancies: John

This item was deferred.

7. Adjournment:

The meeting adjourned at 10:40am.

8. Next Meeting:

Date: 19 February 2014; 9:00 am

Location: Weldon, M-18

Recorder: John Sadler