

LIBRARIANS AND ARCHIVISTS COMMITTEE MEETING
21 March 2012, 9:00 – 11:00 a.m.
70f, Taylor Library

MINUTES

Present: T. Adam, B. Fyfe, C. McKillop (chair), L.Olson, D.Sich, D. Meert-Williston,
L. Olson
Regrets: D. Horoky
Recorder: D. Meert-Williston
Guests: Cindy Cossar-Jones

1. Approval of the Agenda

Addition of a new item under 6 b), choosing a new day and time to accommodate our newest member, D. Sich, and approval of the agenda.

2. Approval of Minutes for:

18 August 2011 LAC Meeting (forthcoming)
19 October 2011 LAC Meeting (forthcoming)
18 January 2012 LAC Meeting
22 February 2012 LAC Meeting

Minutes will be posted on the UWOFA website, on a private LAC page, soon.
C.Cossar-Jones suggested contacting Bryce to expedite the process.

T. Adam enquired about orientation package progress (see 22 Feb. Minutes, item 5 b)

ACTION: C. McKillop will get assistance from Micki regarding format, new logo, etc. and bring back to the group.

3. Steward's Reports

Discussion about roles and responsibilities of a member when on a selection committee including appropriate contact with candidate. Hours of work was also discussed, how it may relate to conference attendance, time off, purpose of time away from work duties. This is not specifically addressed in the Collective Agreement; there are no set hours for members. These are grey areas that can be addressed formally or informally.

Question about if exit interviews are conducted with Librarians that leave Western University.

ACTION: C. Cossar-Jones will ask about exit interviews for Western Librarians and report back to the group.

4. Professional Officer's Report – C. Cossar-Jones

1. Dossier Preparation info sessions upcoming, aiming for May. Joint Committee on hold during negotiation, therefore some delay.

2. Annual Report Forms issue also caused grief for admin staff. No problem to use the old form. Issue may stem from software upgrades needed. For software upgrades contact immediate supervisor who can contact R. Kierstad for details.

ACTION: C. McKillop will contact the 'mini-management' group to see how this is handled and to explore having a consistent strategy, and will contact R. Kierstad for more information and report back to group.

Form format/template can be changed to address flexibility when needed.

3. Pay Equity Committee still meeting. Climate Committee still working, draft report expected by the end of March.

4. Liaison for Librarians and Office of Faculty Relations is Jennifer King. Have asked if OFR is doing an 'action chart' for faculty similar to the one being created by Librarians, but has not received an answer yet. Information so far suggests that OFR would prefer an action chart based on chronological rather than article order.

ACTION: C. Cossar-Jones will follow up on OFRs plans for an action chart.

5. Campaign video for Library & Archives Canada has been posted on the UWOFAs site, and there is a link to the article. C. McKillop added that B. Traister sent a letter of support to L&AC from UWOFAs.

6. Are we interested in sending flying pickets to the Toronto Public Library Strike, if they have a rally? Agreement from the group that we would support sending flying picketers.

5. Business Arising:

a) LAC description revision - Tom

Review of the draft paragraph brought up the following issues: Does LAC need a name change, is it a 'steward's group' or a committee? The group is not specified in the collective agreement, which gives it more autonomy. Does LAC qualify as a 'standing committee'? How does the faculty steward's group compare? C. Cossar-Jones suggested that in future one possibility would be to have the committees receive guidance/training from the Grievance Committee

ACTION: C. Cossar-Jones and C. McKillop will have further discussion about the status and future possible directions of LAC.

ACTION: T. Adam will use C. McKillop's notes to edit the LAC description document

b) Joint Committee population

B. Fyfe contributed the information that the committee has not found documentation that exists on how to populate committees but are working towards transparency of process. C. Cossar-Jones contributed that the answer to this will likely come from Policy & Governance.

ACTION: C. McKillop will add agenda item for next LAC meeting to look at all UWOFA committee processes (when available).

C. McKillop contributed the information that the CAUT is being consulted regarding the internal processes of UWOFA. CAUT will visit with experts at the end of May for a retreat. Still in the planning stages, and C. McKillop will communicate LACs interest in participating, if this is possible. B. Fyfe asked how this all fits with the existing Policy & Governance Committee.

c) Steward Replacement

D. Sich is taking over the committee seat for B. Fyfe. B. Brereton will ask for a volunteer to take over her committee seat. If no one volunteers, one of the existing members could take on the role of Steward for Archives, or a call could go out to the general population to volunteer.

d) Access Copy Right

C. McKillop contributed that from a union perspective, no inventory of emails will happen. The definition of 'copy' remains cloudy, agreement to disagree among the parties, reported in Western News. This issue remains on the radar for the union, but there will be no specific action at this time. The union desires to be at the table with the Provost for the implementation.

The members communicated that member would like an implementation plan as soon as possible. B. Traister has acknowledged this, and C. McKillop will continue to remind him. T. Adam reminded the group that all current and in progress copy right related docs we have are in limbo. There are no FAQs or copy right documents on the Western Libraries website, all have been removed.

C. Cossar-Jones contributed that the implementation task force was supposed to be running by the end of February. There has been a letter drafted to the Provost by B. Traister to say we need to be at the implementation meeting.

e) Faculty Times

C. McKillop talked to B. Traister about a LAC presence or space in the Faculty Times, and obtained agreement with regards to this plan but no further action has been taken at this time.

ACTION: C. McKillop will add to next LAC agenda, what does this group want to do for the Faculty Times LAC presence?

6. New Business

a) Governance as it pertains to LAC – ad hoc committee

C. McKillop informed that this committee would be comprised of UWOFAs and UWOFAs-LA members to look at governance issues with a UWOFAs-LA perspective. She asked if the committee would be interested. It would start in the fall and report in January. General consensus around the table.

b) New Meeting Time

New meeting time required to accommodate a schedule conflict of our new member.

ACTION: C. McKillop will send out a poll to gauge availability of members for a new meeting day/time/strategy.

7. Announcements

No announcements.

8. Adjournment

The meeting adjourned at 11:04am.

9. Next Meeting:

Date: April 25, 2012
Location: M18, Weldon Library
Recorder: Christena

10. Items on Hold:

a) Orientation for new members