

LIBRARIANS AND ARCHIVISTS COMMITTEE MEETING
14 May 2014, 10:00 - 11:30 a.m.
M-18, Weldon Library
NOTES

Present: Cindy Cossar-Jones, Marni Harrington, Liz Mantz, Leanne Olson

Recorder: Fran Gray

Regrets: John Sadler, Meagan Stanley

Guests: Vanessa Brown, Linda Dunn

1. Approval of Agenda: order of agenda was modified to allow Vanessa Brown to speak first.

2. Approval of Notes of 16 April 2014: Approved as written with a couple of amendments related to removal of personal names.

3. Stewards' Reports:

The main topic of discussion among Members in the BU relates to the recent "working from home" e-mail. See 6e.

Fran asked about changes to the staffing plan for the ASK chat service. Cindy recommended responding directly to the Acting Assistant University Librarian (Services) with concerns, and to advise colleagues with similar questions to do likewise.

4. Professional Officer's Report: Cindy Cossar-Jones

Cindy gave the following updates:

- arbitration regarding positions in PMA are ongoing. Next meetings are scheduled for fall 2014.
- discussions at Joint Committee regarding Term appointments within the UWOFA-LA BU have begun. A Letter of Understanding will be proposed.
- Cindy has received positive feedback on the Collective Agreement info sessions held so far.
- the issue of working at home was discussed at the April meeting of Joint Committee.

5. Business Arising:

- a. Access to office workspace (Liz) Deferred
- b. Terms of Reference to P&G: (Liz) Deferred

6. New Business:

a. Communications, LAC, and UWOFA-LA (All):

Vanessa Brown described her role as Communications Officer for UWOFA. Her goal is to work with the President and Communications Committee to develop a consistent and sustained communication strategy for UWOFA. She edits UWOFA publications such as

Faculty Times and regular bargaining bulletins for accuracy and audience appeal, and acts as an in-house reporter covering events involving UWOFA Executive. She also works on media relations, scanning news sources to look for relevant stories and coverage.

Vanessa asked how she can most effectively communicate UWOFA-LA related issues. Members agreed that integrating stories about Librarians and Archivists is preferable to having a "Librarians and Archivists Corner" in *Faculty Times*. We should let her know if we have ideas for stories or content that we would like to have included in *Faculty Times*. The future look of the UWOFA website was also noted as an area of potential content development.

b. Continuing discussion re: nomination of Chief Negotiator / Deputy Chief Negotiator for UWOFA-LA (All) – Next steps: planning CAUT workshop for interested UWOFA-LA Members

Liz will contact Jeff McKeil, CAUT representative, about June availability, and will survey UWOFA-LA Members to identify the best possible date.

c. Workplace Climate – (Fran) feedback on Info Session #2 Notes (email sent 16 April 2014) Deferred

d. LAC feedback regarding term positions filled by UWOFA-LA colleagues (Linda) - Deferred

e. Feedback about working from home e-mail:

On 17 April 2014, the Acting UL sent an email to UWOFA-LA Members, outlining the Employer's position with respect to Members' presence at work, and when and under what circumstances working from home is an option. UWOFA-LA Stewards received much feedback about the content and tone of the e-mail. Comments were anonymized and shared with LAC.

Linda and Cindy noted that several issues raised in the feedback were not included in discussions at Joint Committee thus far. They will share this additional information.

The Chief Steward will send an e-mail to Members thanking them for their feedback, and letting them know that discussions about this issue are continuing at Joint Committee.

7. Announcements: none

8. Questions: none

9. Items on Hold: none

10. Next Meeting:

Date: 11 June 2014; 9:00 am – 10:30 am

Location: Weldon, M-18

Recorder: Leanne