

LIBRARIANS AND ARCHIVISTS COMMITTEE MEETING
11 June 2014, 9:00 – 10:30 a.m.
M-18, The D.B. Weldon Library
NOTES

Present: Fran Gray, Marni Harrington, Liz Mantz (Chair), Leanne Olson, John Sadler, Meagan Stanley
Regrets: Cindy Cossar-Jones, Linda Dunn
Recorder: Leanne Olson
Guests: Lise Doucette

1. Approval of the Agenda

The agenda was approved as written.

2. Approval of Minutes

Liz will clarify some small issues with Cindy, and will forward the notes of 14 May meeting for posting.

3. Stewards' Reports

The recent search to fill the Head, Metadata Access position at LIRM was unsuccessful. The position will be re-posted, but not immediately. The appointment of a new Acting Head for a period of up to one year has been approved, and a call for nominations/expressions of interest has been sent to Members.

Questions and inconsistencies surrounding working from home continue to arise. Likewise, the granting of compassionate leave is unclear. Liz will follow up with Cindy and Linda regarding the status of the issue at Joint Committee.

It was noted that many UWOFALA Members were invited to submit additional information this year for Annual Report & Review process. Several Members expressed the concern that the quality of feedback still appears negative and judgmental in tone. There is also confusion surrounding who attends the Annual Review Meeting as the Employer's representative.

There continue to be issues with after-hours access to the Law Library for UWOFALA and UWOSA Members. The Map and Data Centre Members now have after-hours access to their offices in Weldon.

4. Professional Officer's Report

Deferred.

5. Business Arising:

a. Terms of Reference to P&G (Liz)

Pending response from P&G.

6. New Business

a) CAUT Collective Bargaining Training workshop (Liz) - update

The upcoming CB workshop (June 20-21) should be well-attended.

b) Workplace Climate - what happens post-30 June 2014? (Lise/All).

The following discussion relates to the report "Progress and Plans relating to Report and Recommendations of Joint Committee on Workplace Climate" (28 February 2014).

The Joint Workplace Climate Accountability Committee is nearing the end of its mandate. The final meeting of WCA is 14 July 2014, after which time, the committee will disband.

Lise requested LAC consider co-ordinating the remaining initiatives in Sections B and C of the "Progress and Plans" document on behalf of UWOFA-LA. The request is not for LAC to assume the work, but to ensure it's not overlooked.

The "Progress and Plans" document was distributed and outstanding initiatives reviewed.

Section A - initiatives involve Western Libraries Administration (Executive and Management Committee)

Section B - initiatives involve UWOFA-LA and UWOFA; specifically, populating UWOFA and UWOFA-LA committees, and clarifying committee processes. Both fall within LAC's mandate.

Section C - initiatives involve UWOFA-LA and Administration (related to Collective Agreement); specifically:

JCWC Recommendation (JCWC-R) 1 – Moderated Forum for UWOFA-LA Members (not Town Halls). Pending.

JCWC-R 2 – Recognize Member efforts relating to improving workplace climate activity in ARR. Resolved.

JCWC-R 3 – Unit Workload Plans can be viewed in the UWOFA office. Resolved.

JCWC-R 5a – Provision of constructive feedback in ARR process. Pending.

JCWC-R 5b – Consistency around formal recognition. Pending.

JCWC-R 6a – Consistency around various CA- and workplace-related processes and practice. Pending.

JCWC-R 10a – Role descriptions and clarity. Addressed through staff roster, speedy networking. Resolved.

JCWC-R 11 – Shared understanding of what constitutes Service and Academic Activity.

Session offered by UWOFA-LA in April 2014 on "Responsibilities of Members" article.

Additional joint work desirable. Pending.

JCWC-R 12a and b – Joint session held in 2013 for Members going through Promotion and Continuing Appointment process. Consider holding annually. Pending.

JCWC-R 13a – In January 2014, session offered by LAC on "Annual Report and Review" article. Additional joint work on annual basis desirable. Pending.

Action: LAC agreed to co-ordinate remaining issues in Sections B and C on behalf of UWOFA and UWOFA-LA.

John suggested setting up a calendar with important annual CA-related dates for librarians and archivists. Similar to existing faculty model.

Action: Marni volunteered to investigate setting up on UWOFA website. John provided link to LAC of pdf of faculty model.

c) Workplace Climate - April "Responsibilities" article sessions – (Fran)

Fran shared feedback collected at two "Responsibilities" sessions with LAC via email 16 April 2014.

LAC noted that the session was well-presented and well-received. Attendance was strong, about 30 Members over two sessions.

Additional future CA-related info sessions are desirable. Suggestions for future topics include a session on "Workload" article in Fall 2014, prior to submission of November Unit Workload Plans. The ARR session could be repeated later in the fall or again in early 2015.

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

Deferred. Many Members are unclear on whether UWOFA-LA will permit Members to apply for Term postings. Status of discussions at Joint Committee needs to be clarified and shared with Members.

7. Announcements

a. Changes in LAC membership (Liz)

Leanne's term as Steward representing LIRM and Music ends 30 June 2014. Liz has sent an email to Members in LIRM/Music seeking a new Steward.

Leanne was thanked for her dedication and contributions to LAC, and a token of appreciation presented.

8. Adjournment

Meeting adjourned at 10:15 am.

9. Next Meeting:

Date: Friday, July 30 from 9:30 to 11:00. N.B. August meeting cancelled.

Location: M-18, Weldon Library

Recorder: Liz Mantz