

LIBRARIANS AND ARCHIVISTS COMMITTEE MEETING

21 June 2017, 9:05-10:30 a.m.

M18, Weldon Library

NOTES

Present: Vince (Notes), Shawn (Chair), Fran, John C., Cindy, Christina, Lina, John S

Regrets:

1. Agenda
2. Approval of notes: approved -- let Conan know to be posted (new in UWOFA)
3. Stewards' reports
 - a. Business/Law/Education
 - i. Concern about voting process - time lag between notice and election
 - To move forward, would have to go to Joint Committee (John C)
 - Ask how many votes were cast vs membership
 - Request reminder for election?
 - Possibly send formal notice through Outlook to add reminder?

Weldon/ARCC - none

Taylor - none

OUL./non-WL - none

LIRM/Music - none

Professional Officer's report

Lina new Member Service Officer for UWOFA

- i. Email uwofamso@uwo.ca
- ii. First point of contact for members
- b. Question about compassion leave
 - was assumed was needed due to increased number of appointments
 - If multiple time off
 - If ask for compassion leave, employer has notional concept of 2 weeks
 - Can alternately approach Rehab Services for assistance with personal cases: are concerned to help individuals through process/time of need

Senate report

- a. Attended 2 meetings (17-05, 09-06)
 - i. 17-05: Included presentation of WL annual report:
 1. ORI
 2. LibQual (defined)
 3. Space Planning
 - ii. President talked about Naylor report (Science Research)
 1. Feds going in right direction, but not far enough -- need more \$\$\$ research
 - iii. 09-06: discussion about appt committee for Janice Deacon
 1. Lot of debate of composition - gender balance, etc.
6. Joint committee
 - a. 25-05; next 28-06
 - b. Took report to past meeting to constitute annual review committee / AR template - to be established July 1; recommendations to members by Sept 1
 - Will ask for status of committee
 - Asked about overall review - timelines, documents, etc.
 - c. Were presented with 2 letters of understanding re ORI

- i. Definition of units -- closed or reopened units
- ii. New: spell out processes to be followed for undertaking of new structure - can't be shared yet (Employer's show)
- d. Only approval given to WL is the right to proceed with consultation
 - i. UWOFA has not signed off on structure, process
 - 1. Members should be encouraged to ask questions
 - 2. Members from Joint committee will be there - Shawn has been brought into this
 - ii. UWOFA doesn't want to stand in way of process of ORI, but need to hash out/sign off how it will happen
- e. Entire UWOFA board is aware that something is on its way
- f. Be sure to get concerns out - funnel through Cindy if not comfortable asking ourselves
- g. Ongoing concern over outstanding grievance re membership
- h. Outstanding dearth of job descriptions
- i. How to talk with members about this - get input?
 - i. Wiki? In face meeting? Survey (to provide anonymous input)? Stewards talk to members and report back (anonymously)? Drop-in/Brown bag at UWOFA? All of above?
 - 1. Decision: email to notify members to pay attention at ORI presentation and provide feedback in upcoming survey and drop-in session (date & time (3 hrs) to be arranged with Jeff Tennant; fall-back/alternative to talk to steward
 - 2. Initial intro to consultation process to go out following release of ORI report
 - 3. Survey to go live on June 26 following morning presentation: deadline of July 10
 - 4. Notices to include calendar reminders as well as e-mail
- j. Need feedback in first week of July? - meeting of LASC/JC would need to meet before July 15

7. News stories - none

8. Business arising

9. New business

a. July meeting?

i. Stayed tuned

b. Senate observer - appointment of?

i. Put a slide up to people leaving Senate - how to reappoint/name observer?

1. Fran to follow up

- done per e-mail of 2017-06-21: "It would seem that to fill the seat, Shawn should send an e-mail to the group asking if there are any nominations or volunteers."

- Process is not (and probably should be) included in terms of reference of LASC

Academic activity support

No reminder was sent out for Academic Activity Support applications for June 1; no notice of who received last year

LARSN offered to contact Steeves re extension of applications

Confirmed that is in "Important Dates" calendar

July meeting?