

**LIBRARIANS AND ARCHIVISTS COMMITTEE MEETING**  
**17 October 2012, 9:00 – 10:00 a.m.**  
**M18, Weldon Library**  
**MINUTES**

**Present:** C. McKillop (chair), D. Meert-Williston, L. Olson  
**Regrets:** T. Adam, D. Horoky, D. Sich  
**Recorder:** L. Olson  
**Guests:** C. Cossar-Jones, J. Filman, E. Mantz

**1. Approval of the Agenda**

The agenda was approved.

**2. Approval of Minutes for:**

July 18, 2012 - LAC Meeting – EXHIBIT I  
The Minutes were approved.

**3. Steward's Report**

An issue related to equipment and leaves will be investigated further by C. Cossar-Jones.

Clarification was sought about workload documents and planned activities as they relate to new members.

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

C. Cossar-Jones gave an update about an ongoing arbitration with the employer about positions that UWOFA considers should be in UWOFA-LA.

**5. Business Arising:**

**a) LAC description – review draft if time permits**

This has been moved to the November meeting.

**b) Orientation for new Members**

The pamphlet is being followed up with UWOFA staff. UWOFA liked the idea and is planning to prepare a version for Faculty members. This work will be taken on by the Communications Committee which is currently being established.

**6. New Business**

**a) Elizabeth Mantz and Jan Filman – Pay Equity Committee update**

Elizabeth Mantz and Jan Filman from the Pay Equity Committee visited LAC today to discuss their progress. The latest update is that council has been retained by both

UWOFA-LA and by the administration. A review officer has been assigned, and the Pay Equity Committee will be meeting with the review officer mid-December.

The Pay Equity Committee is planning a second information session for Members as they reach new milestones, tentatively in early 2013. They asked for feedback about the previous session and LAC told them that Members generally were pleased to have a chance to ask questions and hear the background behind the Pay Equity process – the latter was especially helpful for new Members who were not around during the time of negotiations last year.

The Pay Equity Committee sees communication as crucial. They plan to attend another LAC meeting, likely in January 2013. If Members have questions about the process or suggestions for the next information session, they are welcome to contact the Pay Equity Committee or their UWOFA-LA Steward.

#### **b) Update on committee selection**

At her regular meeting with D. Abelson, C. McKillop asked about committee population issues several Members had questioned: how committees get populated, in particular the recent establishment of the Pay Equity Committee and the Ad-Hoc L/A Advisory Team.

D. Abelson explained that for the Pay Equity Committee, members were chosen who could understand the complexities of pay equity. He also noted that the selection was time-sensitive and under a deadline. In addition, the UWOFA Board of Directors does have the right to appoint who it wants – see documents on the UWOFA website under Governance, including the Policy for Establishing UWOFA Committees:  
<http://www.uwofa.ca/@storage/files/documents/209/policyestablishinguwofacommittees.pdf>

As an aside, C. McKillop mentioned that she recently sent out an email reminder re: a call for nominations for UWOFA committees, which is a good way to get your work known and be selected for future committees, as well as to get some service outside of Western Libraries.

### **7. Announcements**

- C. McKillop mentioned that D. Fiander will be joining us for the November meeting to give a report from the CAUT conference he is attending at the end of October.
- There will be a UWOFA-LA General Meeting on December 10, 2012.
- There will be a UWOFA General Meeting on October 18, 2012.

### **8. Adjournment**

The meeting adjourned at 11:00am.

### **9. Next Meeting:**

Date: November 21, 2012  
Location: M18, Weldon Library  
Recorder: Tom

### **10. Items on Hold:**

a)