

LIBRARIANS AND ARCHIVISTS COMMITTEE MEETING
19 October 2016, 9:05-10:30 a.m.
M18, Weldon Library

Present: Shawn, Fran, Cindy, Vince (notes), John C, Joanne, John S
Regrets: none

1. Approval of Agenda
Approval
2. Approval of Notes of 2016-09-18
Questions about notes: 4 - time for arbitration correction
Approved
3. Stewards' reports
FG: will be covered later
No other reports
4. Professional officer's report
 - Calls from members: 1 call re documents working group, when report to Office of Faculty Relations
 - UWOFA considering faculty representative system for contact with Members
5. Senate report (John S)
 - attended Sept 23, first meeting
 - Number of new students
 - Brain research announcement
 - Group within senate firm about adopting Senate governance reforms / transparency
 - Meetings should be open (even committees) if not dealing with secret matters
 - Next meeting 2016-10-21
6. Joint committee report
 - Item fell off John C's list >> get UWOFA onto itinerary for interview
 - Employer created suggestion would like to create code of conduct - initially for faculty, expanded to librarians
 - For information / proactive only, not punitive (re violation of item)
 - Proposal went over poorly at UWOFA board
 - UWOFA not interested in working with Employer on collaborative effort
 - Already have wording in the CA
 - May see something down the road again
 - CINDY - trying to educate people to meet a bar to avoid litigation / Stephen Pitel noted that it is often hard to try to get what is wanted written down in a coherent form
 - List of important Dates still pending
7. Fall planning for members
 - a. Navigating the new CA
 - i. Question about viability of OWL tutorial
 1. More work than would be viable
 - ii. Frequently asked questions - on UWOFA site?
 1. Where to put them?
 2. Caution against strictly electronic system because removes interaction with Stewards
 - iii. Upload information from sessions onto site (e.g., PER)?

1. Agree that this is / will be useful
- iv. Need to prepare for end of 2-year moratorium on current "Units"?
- v. Web site being redesigned - 3 zones? Public / Private to members / Private to committee members
 1. Need to raise concerns with Vanessa? Invite to upcoming meeting?
 2. Action item: Shawn to contact Lina in UWOFPA office to find out who has access to UWOFPA; to invite Vanessa to Stewards' meeting to discuss UWOFPA-LA needs
 3. Want area for all UWOFPA-LA members to access
- b. ARR process and forms

Action item from Shawn was to reach out to working groups re information

 - Unable to do so since forms not yet available - but now running out of time
 - Status report on forms (Cindy) - have gone through Office of Faculty Relations, received back by UWOFPA, forwarded back to committee members for feedback; FR to do training
 - FG: LASC can't do the training because don't have forms
 - Cindy - not that different
 - Extensions have always been granted in the past
 - VG: timeline?
 - CK: nothing yet, but getting close to deadline (AB)
 - Brown-bag lunch after training offered by OFR?
 - FG - drop-in writing session for ARRs - at Grad club, etc.
 - Week before ?
 - Action ITEM - if form not available by November 1, LASC to discuss further action by UWOFPA on extension
3. PER [John S]

Sent email to Csteeves/Dacton about panel discussion on PER/HCSA/Wellness - participation from Business Office?

 1. Received positive response from Debbie to potentially have Kathleen on panel
4. Others
8. Annual report and review
9. Co-op student professional development program - scavenger hunt

Fran

 - Sent revised hunt; talked to Kristin - may not use scavenger hunt
 - Go to various agreements and compare -- may do that way this time
 - Date to be October 27