

Librarians and Archivists Stewards Committee (LASC)  
December 16, 2015, Weldon M18

**NOTES**

**Present:** Cindy Cossar-Jones, Lise Doucette, Fran Gray (recorder) , Shawn Hendrikx, John Sadler, Courtney Waugh

**Regrets:** Joanne Paterson

**1. Approval of the Agenda:** agenda approved as presented

**2. Approval of Revised Oct 14 Notes and Nov 18 notes:**

Notes were approved with one change – in the notes of October 14, 2015, the word *Librarian* in the second line under Professional Officer's Report should be changed to *Resource Coordinator*.

*Action:* Courtney will make that change and submit both sets of notes for posting.

**Standing Agenda Items:**

**3. Stewards' Reports:**

**Weldon and Archivists:** no report

**Taylor:** no report

**OUL:** no report

**LIRM / Music:** no report, Joanne unable to attend

**Law, Education and Business:** John reported further information about the impact of the changes to the Library Directors and Department Heads (LDDHs) article. Provisions of the new Collective Agreement required action by the LDDHs by the end of this year and clarification was sought from Faculty Relations. John and other LDDHs have subsequently met with Jennifer King about this and the concerns have been resolved.

John asked about the availability of details about our new C.A. and Cindy said that the presentation that Jeff made just prior to the ratification vote should be on the UWOFA-LA web site

*Action:* Courtney will follow up about the availability of the presentation and will send an e-mail to Members letting them know where they can find this information and will also follow up with Cheryl regarding any other documentation related to the new C.A. that might be available to Members

John also asked about our retroactive pay. Lise said that we had received an email from Catherine Steeves in early December saying that Human Resources was working on ensuring that it is included in

our December payment. There was also a question about the letter that Librarians/Archivists receive describing their annual salary increase.

***Action:** Lise will ask Debbie Acton about when we can expect that letter.*

#### **4. Professional Officer's Report:**

- Meeting planned in early January for Western Libraries Leaders, Jeff Tennant, Cindy Cossar-Jones and Office of Faculty Relations (OFR) personnel to review the new C.A., be made aware of changes that result from it and discussion transition provisions
- If Members have questions about the new C.A., they should talk to their manager
- Working groups to be identified to create forms for ARR and Planned Activities
- A session on Promotion and Continuing Appointment for Librarians & Archivists is being planned by the OFR
- No ruling yet in the arbitration related to the two Manager of RSS positions and the Resource Coordinator position in Student Services.
- Tess Hooks has returned as UWOFA Grievance Officer.
- Lina Rodriguez, the new Operational Support Officer at UWOFA, has settled in and her role is expanding

#### **5. Senate Report (December 4<sup>th</sup>):**

- a 30-minute Question and Discussion period has been added as a regular component of Senate meetings in order to provide additional opportunities for dialogue. Questions for discussion need to be submitted within 48 hours of the meeting in order to be added to the agenda.
- Members discussed funding issues and questions related to research metrics for non-STEM disciplines
- A question about corporate partnerships and the institutional policy around them was raised. Are we approaching corporate partnerships in an ethical way?
- Courtney noted that Catherine Steeves will be giving the library's annual report at the January meeting of Senate which is scheduled for early January. As well as highlighting Western Libraries past successes, she will be mentioning the issue of the decline in buying power of the acquisitions budget

See Senate agendas and minutes at:

[https://www.uwo.ca/univsec/senate/meetings/agendas\\_minutes.html](https://www.uwo.ca/univsec/senate/meetings/agendas_minutes.html)

#### **Business Arising:**

#### **6. Academic Freedom Speaker – deferred**

- 7. Equity Reports – Update on Exit Interviews for Librarians and Archivists:** Two librarians who left their positions in Western Libraries after February 2014 were contacted. Neither were asked to

participate in exit interviews.

***Action:** Cindy will ask more questions about the exit interviews that are conducted – specifically, where does the information resulting from the interview go and who is charged with acting on or passing on any recommendations that result from the interviews.*

***Action:** Shawn will ask Qinqin if she would be willing to ask her supervisor about having an exit interview.*

## **8. Library Councils – deferred**

### **9. Collective Agreement Scavenger Hunt:**

Lise and Courtney offered this session to the 4 co-op students using the expired Collective Agreement which still served to give them a sense of what a C.A. might include and what things they should look for when job hunting. Fran said that both of the co-op students she supervises felt that the session was valuable.

Another session may be planned in the spring for the expected new Term Librarian, Term archivist and new co-op student.

## **New Business:**

### **10. Joint Committee Rep:**

A decision about this needs to be approved by the UWOFA Board which does not meet again until February.

## **Other Business:**

### **11. Posting meeting notes to the UWOFA site:**

John noted that the notes were not up-to-date on the UWOFA-LA site and that the list of upcoming meetings needs to be updated.

(<http://uwofa.ca/committees/librariansarchivistsstewardscommittee/>)

***Action:** Courtney will send the notes from the last two meetings to the UWOFA office for posting now that they have been approved.*

### **12. Note taking rotation:**

Courtney will include the meeting schedule for the winter term and the note taking rotation in the agenda for the January meeting.

**Next Meeting:** Wednesday, January 20 at 9:00. Recorder: Joanne