

**LIBRARIANS AND ARCHIVISTS STEWARDS COMMITTEE MEETING**  
**21 November 2018, 9:30-10:30 a.m.**  
**DBW M15**

**Present:** Denise Horoky (recorder), Roxanne Isard, John Costella, John Sadler, Anne Quirk, Kristin Hoffmann, Christina Zoricic, Lina Rodriguez, Cindy Cossar-Jones

**Approval of Agenda: Approved**

**Approval of Notes: Approved with minor adjustments**

**Business Arising from Previous Meeting:**

- 1. News Stories: A news story on ORI for upcoming issue of Faculty Times – Roxanne will follow-up with Vanessa and may call for volunteers to work on this news story.**

I contacted Vanessa (Oct. 15<sup>th</sup>) about the best way to communicate UWOFALA issues – What’s the best way to highlight our stories? Faculty Times? Or UWOFALA website? Asked when we should send out a story, at a time when the Faculty Times is usually published or a smaller story that can be added anytime.

*Response Nov. 19th:..... “An update on the reorganization sounds like a great piece for the next Faculty Times. I think the piece could also just be posted anytime as a news item on our website, but I think we should try and make it a Faculty Times article if the timing is right. I’ll get in touch with the Communications Committee chair to see when we might put out the next edition. I’m hopeful it will be early in the new year. If so, do you think it’s possible to get us a draft sometime in January? I’ll be back in touch soon with more information”,*

- 2. Organization Renewal Initiative (ORI) & its effects on Members’ workloads. John C and John S. reported on the context and substance of this proposed Service Forum. We agreed the idea of moderated forum was an appropriate format. We discussed dates/times most suitable for our members and our invited panel guests. We will reach out for panel participants and then confirm date and location of this Service Information Forum.**

Potential impact on assessment of Members in the Annual Report process. Raising awareness of Members. Forum to discuss ‘Service’, defining service, examples of service opportunities, panel discussion.

### **3. Update on Librarians and Archivists Collective Bargaining Committee (Kristin)**

Update about recent member focus groups and survey. Another membership survey is planned for early in the new year.

#### **Standing Agenda Items:**

#### **4. Stewards' Reports:**

**User Experience and Student Engagement (John S):** No updates

**Teaching and Learning (Denise):** No updates

**Research and Scholarly Communications and FIMS (Kristin):** No updates

**Collections Management, Discovery and Access (Christina):** Question about definition of professional development activities.

**Archives and Special Collections (Anne):** No updates

#### **5. Members Services Officer & Professional Officer's Report (Lina & Cindy):**

A Member contacted UWOFA to inquire about the process for an Alternative Workload. As well, the Member Services Officer worked with a John S. when a Member required assistance inserting their electronic signature in the Annual Report.

#### **6. Senate Report: (Tom)**

from the President:

- The Ad Hoc Committee on Free Expression produced a second draft policy after feedback was received at the October 19 Senate meeting. (<https://provost.uwo.ca/freedomofexpression/Policy%20Draft%20-%20October%2023.pdf>). This draft will be discussed at Senate today and a final draft will be sent to the Board of Governors for approval on November 29. A motion was tabled at Senate on October 19 to treat the Policy on Free Expression as within the decision-making jurisdiction of both Senate and the Board of Governors, not merely the latter. This motion will be discussed at Senate today.

from the Senate ad hoc Committee on Renewal

- The ad hoc Committee tabled its Report on Implementation of Recommendations. The Committee had made certain recommendations that were accepted by Senate in the spring of 2016. Among other things, the Committee recommended that the provincial *UWO Act* be modernized to broaden the definition of “academic staff” to include, among others, librarians and archivists. However, the Senate Operations and Agenda Committee does not feel that opening the *Act* is wise at this time of government transition, but should be revisited in future. This issue had been discussed at some length at the Senate’s May 2018 meeting.

from the Senate Committee on University Planning

- The Committee tabled the University’s Faculty Planning Guidelines, which are now based on a 2 year budget cycle. Faculties and academic units are being asked to model both the standard 3% annual budget reduction, as well as a 4.5% reduction in the event of provincial operating grant reductions.

The full Senate agenda for Friday’s meeting (as well as the minutes from the October meeting), can be found at: [https://www.uwo.ca/univsec/pdf/senate/minutes/2018/a18nov16\\_all.pdf](https://www.uwo.ca/univsec/pdf/senate/minutes/2018/a18nov16_all.pdf)

**7. Joint Committee Report (John C)** - A Joint Committee meeting has been scheduled for Friday, December 14, 2018.

**New Business:**

**8. Any pay equity information/updates? (Roxanne)** - No news to report about the pay equity.

**9. Questions have come up regarding email sent by Robin Keirstead regarding the “8 hour” day for members in our bargaining unit. Is this something we should be concerned about? I don’t know if everyone understands the context or purpose of it (Anne).**

) I contacted Robin and he confirmed that the new report *is “intended to help people understand how the vacation days are being translated into hours – strictly for administrative purposes... I can confirm that you are correct that there are no specific hours of work assigned to Librarians or Archivists and there is no change to how Librarians or Archivists manage their time” (Roxanne).*

It was noted that there were some minor concerns about this change in reporting of vacation time but no action is needed at this time.

**Next Meeting:** Wednesday, December 19, 2018. 9:30 a.m. (Recorder is John Sadler and Denise Horoky is sending regrets for this meeting)