

# LIBRARIAN & ARCHIVISTS FORUM

Meeting Notes, June 4, 2024

**Co-Chairs:** E. Hill and H. Rykse

**Notes:** E. Bourgard

**Approval of Agenda:** Approved, K.Carson

## LAND ACKNOWLEDGEMENT

No land acknowledgement given at this meeting.

## MEETING NOTES:

### 1. Review and approval of minutes from the previous Forum – [January 22 2024](#)

Approved – K. Hoffmann

### 2. Standing Agenda Items

#### a. Committee Reports

- i. Appointments and Selection & Promotions and Continuing Appointment  
C. Steeves shared the [2023-2024 Committee Activities Report](#) for Appointments and for Selection & for Promotions and Continuing Appointment
- ii. Biennial Report and Review
- iii. Nominations and Elections
- iv. Workload
  - i. Currently no workload committee; operates on as needed basis
- v. Optional Committee Reports

#### b. Regular written or verbal report

- i. Budget
- ii. Resource allocation
- iii. Academic Support Fund
  - i. Next report is in Fall 2024.
- iv. Disciplinary Community of Practice and Library Directors Standing Committee (DCPLD-SC)
- v. Projects and Initiatives

### 3. Business Arising

#### a. Review Librarian and Archivist Forum Terms of Reference

- a. There were substantial revisions proposed for the Terms of Reference and discussion ensued.
- b. **Action:** K. Hoffmann and K. Hatch will work with language in the amended ToR to build in a formal process for voting/consensus & a proposal to use rules of order

#### b. "Getting Stuff Done" Days.

- a. Survey has gone out; B. Bell shared an email of the outcome on May 7th. The initiative will continue until April 2025.

#### 4. New Business

##### a. Qualifications for UWOFA-LA Members (S. Hendrikx)

The Collective Agreement requires specific qualifications for UWOFA-LA Members. Considering EDI-D efforts to promote inclusion and value non-traditional knowledge and expertise what are the implications if we removed or adjusted this education barrier?

- i. The topic was discussed.
  - It was raised that the concept of removing qualifications to promote EDI-D is founded in its own racist assumptions; that it is paternalistic to think that equity seeking groups cannot afford a master's or get into a master's program.
  - It was suggested that in terms of hiring practices, the need to be a citizen or permanent resident requirement is a barrier to diverse recruitments. In speaking about appointments – a friendly suggestion was shared that it may make sense to have an agenda that appointments committee works on when they are not working on files.
  - It was noted that job postings very close to librarian jobs but without the librarian title are popping up around campus
  - It was also noted that often people are unaware of the MLIS requirement for librarians and that this is a potential opportunity for FIMS and WL to work in concert to expand and educate the University community about the role and work of librarians and archivists on campus.

##### b. UWOFA-LA Communications & FIMS Constituency (M. Mills)

- i. Information item with the intention of raising awareness among all parties as to our shared responsibility for consistently inclusive communications practices that include both WL and FIMS parties.
- ii. Discussion about the importance of ensuring that the FIMS Dean and UWOFA-LA member are not missed in our processes and in the communications. E.g., structurally the LOU for LA Forum meetings references SLT for the forum and the language then excludes the Dean
- iii. **Action:** To improve on procedural aspects of LA Forum, future Co-Chairs and Secretary should try to have meetings published on the calendar far in advance of the meeting date.
- iv. **Action:** E. Bourgard will update guidelines for secretary to include emails for FIMS constituents

#### 5. Any other New Business?

- a. No other New Business

#### 6. Adjournment

# REPORT ON THE ACTIVITIES OF THE APPOINTMENTS AND P&CA COMMITTEES 2023-2024

## APPOINTMENT AND SELECTION COMMITTEES - 2023-2024

Appointments - 2023	Appointments - 2024
<p><u>Head RSC - Term</u>  <b>Candidate:</b> Tippett, M.  <b>Rank:</b> Assistant Librarian  <b>Start date:</b> May 15, 2023 – May 14, 2028</p>	<p><u>Director, Music – Term – <b>Renewal</b></u>  <b>Candidate:</b> McMillan, B.  <b>Rank:</b> Associate Librarian  <b>Contract dates:</b> Sept 1, 2024 – Aug 31, 2029</p>
<p><u>T&amp;L Librarian – Term</u>  <b>Candidate:</b> Marson, A.  <b>Rank:</b> Assistant Librarian  <b>Start date:</b> Aug 1, 2023</p>	<p><u>Director, Business – Acting</u>  <b>Candidate:</b> Hatch, K.  <b>Rank:</b> Assistant Librarian  <b>Contract dates:</b> Apr 20, 2024 – June 9, 2024</p>
<p><u>CCS Librarian - Term Appointment</u>  <b>Candidate:</b> Marson, A.  <b>Rank:</b> Assistant Librarian  <b>Start date:</b> Dec 19, 2023</p>	<p><u>ACL, UXSE – Acting</u>  <b>Candidate:</b> Mills, M.  <b>Rank:</b> Associate Librarian  <b>Contract dates:</b> May 15, 2024 – May 14, 2025</p>
<p><u>Director, Business – Acting</u>  <b>Candidate:</b> Xie, Shiyi  <b>Rank:</b> Associate Librarian  <b>Contract dates:</b> July 3, 2023 - Apr 19, 2024</p>	<p><u>ACL, Research – Acting</u>  <b>Candidate:</b> Hatch, K.  <b>Rank:</b> Assistant Librarian  <b>Contract dates:</b> July 1, 2024 – Dec 31, 2024</p>
	<p><u>Head, ASC</u>  <b>Candidate:</b> Failed search, candidate withdrew</p>
	<p><u>Current Activity:</u></p> <p>3 recruitment processes in progress via Appointments Comm:</p> <ul style="list-style-type: none"> <li>- 1 Continuing T&amp;L Librarian (STEM)</li> <li>- 1 Term T&amp;L Librarian (Social Sciences) – 1 year</li> <li>- 1 Term UX Librarian (Assessment) – 2 year</li> </ul> <p>1 renewal process in progress via Selection Committee:</p> <ul style="list-style-type: none"> <li>- Director, Law – Term - Renewal</li> </ul>

PROMOTION & CONTINUING APPOINTMENT COMMITTEE 2022-2023

2023	2024
<p><u>Continuing Appointment and Promotion from Assistant to Associate Rank</u>  <b>Candidate:</b> Visser, A.  <b>Effective date:</b> November 11, 2023</p>	<p><u>Continuing Appointment and Promotion from Assistant to Associate Rank</u>  <b>Candidate:</b> Barry, M.  <b>Effective date:</b> May 31, 2024</p>
	<p><u>Continuing Appointment and Promotion from Assistant to Associate Rank</u>  <b>Candidate:</b> Dyck, J.  <b>Effective date:</b> June 1, 2024</p>
	<p><i>In progress:</i>  <u>Continuing Appointment and Promotion from Assistant to Associate Rank</u>  <b>Candidate:</b> McCord, D.</p> <p><u>Streamlined Promotion from Assistant to Associate Rank</u>  <b>Candidate:</b> Carson, K.</p> <p><u>Streamlined Promotion from Assistant to Associate Rank</u>  <b>Candidate:</b> Jamieson, A.</p> <p><u>Streamlined Promotion from Assistant to Associate Rank</u>  <b>Candidate:</b> Paterson, J.</p> <p><u>Streamlined Promotion from Assistant to Associate Rank</u>  <b>Candidate:</b> Sich, D.</p> <p><u>Streamlined Promotion from Assistant to Associate Rank</u>  <b>Candidate:</b> Tippett, M.</p> <p><u>Streamlined Promotion from Assistant to Associate Rank</u>  <b>Candidate:</b> Waugh, C.</p>

**Please note: the dates at the top of the columns indicate the calendar year.**