

Library Professional Forum

Meeting Minutes

July 20, 2010
2-3pm, Library Parlor

I. Attending

Mitch Stepanovich (Chair), Beverley Carver, Mary Castle, Clint Chamberlain, Ruthie Brock, Brad Gulliford, Ramona Holmes, Karen Hopkins, Karen Horsfall, Brenda McClurkin, Antoinette Nelson, Heather Scalf, Tommie Wingfield, Peter Zhang

Apologies: Lea Worcester, Carol Byrne, Hough Helen

II. Minutes of the Last Meeting

Minutes for the meeting held May 18 2010 have been posted.

III. Forum Business

1. **Nominations and Elections of Officers and Committee Members**

- **Professional Development Committee Nominations:** Clint Chamberlain, Bradley Gulliford, Derek Reece
- **Chair Elect Nominations:** Lea Worcester

Career Status Committee Nominations: Peter Zhang, Ramona Holmes, Brenda McClurkin, Mitch Stepanovich (Others to be asked: Carol Byrne, Fen Lu; Sarah Jones; Jody Bailey)

Action:

- The Chair will send an email to all staff for the election of nominated Officer positions as soon as practicable in August.

IV. Meetings Updates

1. **Next Forum meeting**

Next Forum meeting will be Tuesday, September 21, 2-3pm in the Library Parlor.

V. New Business

1. **Do We Want Our Vitae and Personal Information on the New Website?**

Context

This issue was raised at the July 8, 2010 LMT meeting.

The discussion at LMT was do we want the staff directory on the new website to have more information there, such as CV's? If so, who, and will it be optional or required? The university has a Research Profile System that faculty are required to keep current. Anyone working at the university can log into the Research Profile System using their net ID and put up a profile. If we were to do it, Dean Saxon would like to make it mandatory for associates of the Faculty and it would have to be kept up to date.

Discussion

In other Libraries, Librarians have individual pages, but not as part of the Library website. People going to the staff directory page are not looking for staff profile information, but how to contact people and this information is already in the staff directory. Linking to profiles from the staff directory should not be mandatory but opt-in. Using the Research Profile System seems to be a good way of creating standardized, consistent profiles, and would be easy to link to. Would be a good way for people thinking about Career Status to keep their CV up-to-date and document their professional activities. There was some concern that if we used the Research Profile System about having to post our salaries, as part of it.

Conclusion

Approximately half the attendees were in favor of putting information in the Research Profile System and linking to it from the Staff Directory, about ¼ did not want to do this and another quarter didn't care. There was an overall preference for an opt-in model rather than making it mandatory.

Action:

- The Chair will inform LMT of the Committee's view of this proposal, when it is next on the agenda for discussion.

2. An idea to morph the Forum into a new organization to encourage meaningful staff involvement

Context

Both the Staff Association and the Professional Forum have suffered over the past 10 years due to diminishing staff involvement. The Staff Association has not met as a whole staff in a number of years and it's only really active committee is the Entertainment Committee. The main reason reasons for diminishing staff involvement is that the goals, nature of work and the work environment have all changed in the past 10 years. Many staff are involved in strategies, delivering workshops and other committees, as well as the day-to-day service delivery that leaves them little time to be involved or serving as Officers on either Library committee.

Staff involvement is critical for a vibrant Library. Therefore both the Staff Association and the Professional Forum see that there is a need to rejuvenate both committees and staff involvement in the Library as an organization.

Proposal

It is proposed that we consider creating something like a Library Council, which would combine the Staff Association and Professional Forum groups and involve all staff.

The Professional Forum, Entertainment Committee and other committees would be sub-groups within the Council. The Staff Development Committee and Professional Development Committee would become one sub-group for all of staff development. This would enable staff development to be more cohesive across the Library.

Discussion

Other institutions have adopted a single group model with sub-groups for special interest. The reason for doing so is to have a broader membership which the Committee can draw on and to reduce the number of committees that require positions to fill and staff to serve. It would also provide a more stable environment in which the sub-groups could work.

Moving to this model, what would change? How do we encourage staff to participate? We don't want to do this if nothing will change. Executive and management support is needed for this to be successful. It was suggested that the Staff meeting become part of the Library Council's meeting. LET would continue to do what they are doing, but it would be part of a bigger meeting, which could also be used to report activities or even offer workshops before or after the meeting. By making the staff meeting a part of the Staff Council shows the importance of the group and encourages staff to participate. A discussion with LET would be necessary

Conclusion

It was agreed that this seemed to be a good course of action and worth progressing. To progress the proposal the forum recommended that the current Professional Forum Chair and the incoming Professional Forum and the Staff Association Chairs should discuss it with LET. If they are in agreement Member of the Professional Forum and Staff Association would begin to work on a proposal that can be presented at a staff meeting, preferably in Fall semester 2010.

Action:

The Chair will schedule meeting with LET and incoming Chairs for the Professional Forum and Staff Association, Karen Horsfall & Lea Worcester to discuss the proposal.

VI. Adjournment

Meeting adjourned: 3.00pm

Next meeting: Tuesday, September 21, 2-3pm in the Library Parlor