

## AGENDA

Annual General Meeting of the Librarians' Association of the University of Waterloo  
Friday May 4, 2017, 12:00 – 1:30pm, DC 1568

\* = supplementary reading material

1. Approval of the minutes of the May 4, 2017 LAUW AGM (AZ)
2. Business arising from 2017 AGM (AZ)
3. Appointment of scrutineers (AZ)
4. Additional agenda items (AZ)
5. Annual reports
  - a. President (AZ) \*
  - b. Programs Committee (JB) \*
  - c. FAUW Representative (KS) \*
  - d. Equity Committee Representative (DR) \*
  - e. Compensation Committee (RH) \*
  - f. Treasurer (SB) \*
6. Annual approval of membership fees (SB)
7. Election of Officers and Chairs of Standing Committees for 2018/2019 (JS/JF) \*
8. Ideas for 2018/2019
  - a. CAUT presence/raising our profile
  - b. Review of constitution
  - c. Length of the terms of office for Exec members
  - d. Other ideas from membership

## **LAUW Nominating Committee 2018**

### **Report**

The LAUW Nominating Committee is pleased to present the following slate of candidates for the 2018/2018 LAUW Executive Committee. In accordance with the LAUW constitution, election will be by majority vote at the AGM, following a call for additional nominations from the floor.

President:

Laura Bredahl

Treasurer:

Effie Patelos

Secretary:

Caitlin Carter

Chair, Programs Committee:

Lauren Byl

Chair, Compensation Committee:

Rebecca Hutchinson

FAUW representative:

Sarah Brown

Respectfully submitted by the 2018/2019 LAUW Nominating Committee

Jackie Stapleton and Jane Forgay

April 23, 2018

# *2016-2017 LAUW AGM Minutes – draft*

DC 1568

May 4, 2017; 12:00 p.m. to 1:30 p.m.

## Present

LAUW Executive: Shannon Gordon (President), Jackie Stapleton (Past-President), Marian Davies (Treasurer), Kathy Szigeti (FAUW representative and Acting Secretary), Laura Bredahl (Compensation Committee Chair), Sarah Brown (Programs Chair)

Members: Jessica Blackwell, Lauren Byl, Caitlin Carter, Nancy Collins, Jane Forgay, Jennifer Haas, Alison Hitchens, Rebecca Hutchinson, Tim Ireland, Sandra Keys, Kathy MacDonald, Courtney Earl Matthews, Kate Mercer, Effie Patelos, Jessica Smelko, Sara Thompson, Siu Yu, Susan Lancsak, Nicole Marcogliese, Nick Richbell, Agnes Zientarska-Kayko

Regrets: Rachel Figueiredo (Secretary) on leave

## Call to order at 12:06 p.m.

### 1. Approval of the minutes of the May 10, 2016 LAUW AGM

Motion to accept by Gordon, seconded by Stapleton. Opened for discussion. Motion approved.

### 2. Business arising from 2016 AGM:

- a. Documenting UL hiring process
- b. Pending review of the LEH
- c. Carrying forward professional development funding
- d. Impact of lack of academic status on potential candidates

Gordon stated that these items will be addressed in other parts of the agenda.

### 3. Appointment of scrutineers and Parliamentarian

Motion to appoint by Ireland, seconded by Bredahl. Sandra Keys, Susan Lancsak volunteered. Motion approved.

Gordon appointed Sandra Keys as Parliamentarian for the meeting.

### 4. Additional agenda items

None

## 5. Annual reports

Motion by Gordon to accept all reports as distributed, seconded by Forgay.

The full reports are on the LAUW website, [AGM Documents](#). Brief oral summaries or highlights from the reports were provided.

### a. President

The work of the information gathering and fact sheet group was highlighted. The groups were comprised of both LAUW executive and regular members. Gordon stated it was positive to have diverse participation for these special projects. Meeting with the Associate University Librarian Team provided opportunities for open discussion and clarification which LAUW executive found helpful and illuminating. New members were acknowledged: Kate Mercer, Siu Yu, Nicole Marcogliese.

### b. Treasurer

As of April 18, LAUW bank balance was \$1159.37. The option to pay dues electronically will be introduced starting the next fiscal year.

### c. Programs Committee

LAUW Journal Club was cancelled due to low interest. The LAUW sponsored talks have been successful. Since the peer2peer mentor program needs volunteers, Brown asked people to consider volunteering.

### d. Faculty Association of the University of Waterloo (FAUW) Representative

FAUW Board re-iterated their support of LAUW in trying to obtain academic status.

### e. Status of Women and Equity Committee (SWEC) Representative

Bredahl provided background information about SWEC and then highlighted the dinner for International Women's Day which was attended by 8 librarians. Also of note, SWEC is advocating for a central fund for making accommodations. This is because a central fund provides for consistency across departments, rather than relying on the discretion of the departments to provide funds.

### e. Compensation Committee

Bredahl and Hutchinson presented reported highlights.

Motion to accept the reports approved.

## 6. Proposed amendments to Constitution

Located at: <https://librariansassociationuw.files.wordpress.com/2017/04/lauw-proposed-constitution-amendments.pdf>

- a. Proposed amendment #1: Having the Past-President assume the duties of the President in his/her absence.

Motion to approve by Gordon, seconded by Stapleton.

Discussion ensued revolving around the loss of the Vice Presidential position and succession if the Vice President was absent: for example, what if the Past President does not want to be President?

Motion not approved.

**Action:** LAUW Executive to explore using pronouns to promote inclusivity in the Constitution.

- b. Proposed amendment #2: Clarifying the term limits of Officers.

Motion from Gordon to accept. Seconded by Ireland.

Motion approved.

**Action:** Secretary to make needed edits to the Constitution.

## 7. Annual approval of membership fees.

Davies proposed a motion to keep the fees at \$30 per year, seconded by Brown. Open for discussion. Motion approved.

## 8. Election of Officers and Chairs of Standing Committees for 2017/2018

Stapleton called for nominees from the floor. Since there were none, those persons on the LAUW Nominating Report were acclaimed into their positions. They are:

President: Agnes Zientarska-Kayko

Treasurer: Sarah Brown

Secretary: Caitlin Carter

Chair, Programs Committee: Jessica Blackwell

Chair, Compensation Committee: Rebecca Hutchinson

Gordon becomes Past President for the 2017/2018 year, but since she will be on leave, Stapleton has agreed to remain in the post of Past President during her absence.

#### 9. Ideas for 2017/2018

a. Stapleton discussed the need to increase the visibility of librarian research activities to both faculty and those outside the campus. The LAUW accomplishment blog page was mentioned as one method of doing so. It was noted that librarians don't use this page as fully as they could.

**Action:** Secretary will regularly solicit librarians for information to add to the LAUW accomplishment page.

A reminder was given to librarian-authors to deposit their articles and conference papers into UWSpace.

Gordon suggested creating librarian profile pages as a possible approach. Another suggestion was using UWaterloo Scholar as a profile page to highlight our research.

#### c. Other ideas from membership

- Have discussions to look for agreement on how we affiliate ourselves in publications.
- Don't forget the LEH review still needs to occur.
- Maintain an updated document on librarian activities.

From Business Arising,

Regarding the carry-forward of professional development funding, the possibility of exploring this option is paused until the new UL is in place. A suggestion was made that perhaps we could submit second choices when we submit our professional development events. Another proposal was just to give the funds to the librarian, rather than allocate money to specific items.

Regarding the impact of our lack of academic status on potential candidates, there is no easy way to determine this. However, the Executive will continue to be mindful of the issue.

Gordon thanked the Executive and Membership.

Meeting adjourned at 1:30 p.m.

Respectfully submitted,

Kathy Szigeti

# LAUW COMPENSATION REPORT 2018

Rebecca Hutchinson, Chair

Jeffrey Demaine

Zsuzsanna Lancsak

## NOTES

- ARL: Association of Research Libraries
  - 2015-2016
  - Librarians and other professionals
- CARL: Canadian Association of Research Libraries
  - 2015-2016 statistics & 2016-2017 salary data
  - Includes stipends
  - Non administrative librarians, administrative librarians, other professionals
- Not included this year
  - CAUT: Canadian Association of University Teachers
    - 2013-2014
    - Based on representation unit
  - All salaries are expressed in CAD

- CARL:  
<http://www.carl-abrc.ca/measuring-impact/statistics/>
  - Salaries includes stipends
  - Administrative librarians: associate and assistant directors; heads of branches, divisions, and departments
  - Non administrative librarians: cataloguers, reference, those with less than 60% admin work.
  - Other professionals: systems analysts, teaching and learning specialists, budget offices, accountants, media specialists, data curators, preservation specialists; those regarded as professionals but not requiring a professional library degree. In the past, Waterloo has included the following positions in that group: Head, Cataloguing; Head, Circulation Services; Head, Library Technology & Facilities Services; Director, Organizational Services; and, Systems Administrator and Analyst.
- ARL:
  - This report only includes data that excludes Canadian medical and law libraries
  - Directors (Dean of Libraries, University Librarians) are included in figures for average years of experience and filled positions, but not in the average and



median salary statistics

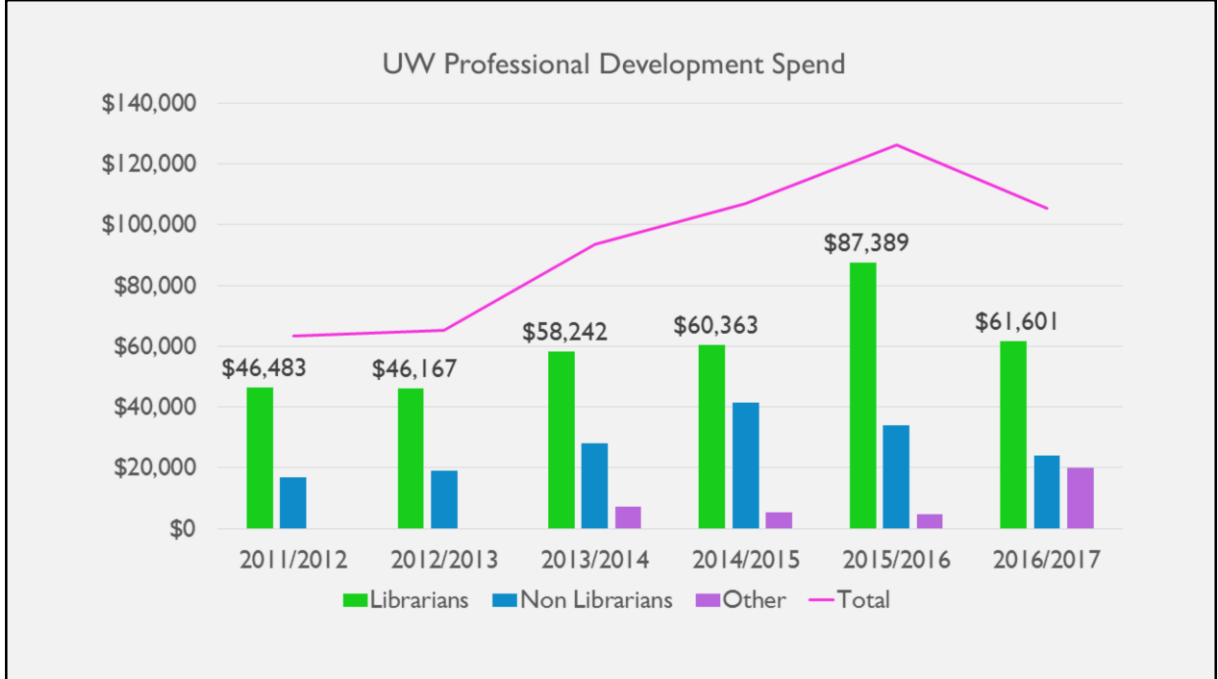
- Includes heads, managers, librarians in any department... and whoever the individual libraries classify as 'professionals'

## UNIVERSITIES INCLUDED IN THE DATA

CARL	ARL
Alberta	✓
British Columbia	✓
Brock	
Calgary	✓
Carleton	
Concordia	
Dalhousie	
Guelph	✓
Laval	✓

CARL	ARL
Manitoba	✓
McGill	✓
McMaster	✓
Memorial	
Montreal	✓
New Brunswick	
Ottawa	✓
Quebec	
Queen's	✓
Regina	

CARL	ARL
Ryerson	
Saskatchewan	✓
Sherbrooke	
Simon Fraser	
Toronto	✓
Victoria	
Waterloo	✓
Western	✓
Windsor	
York	✓

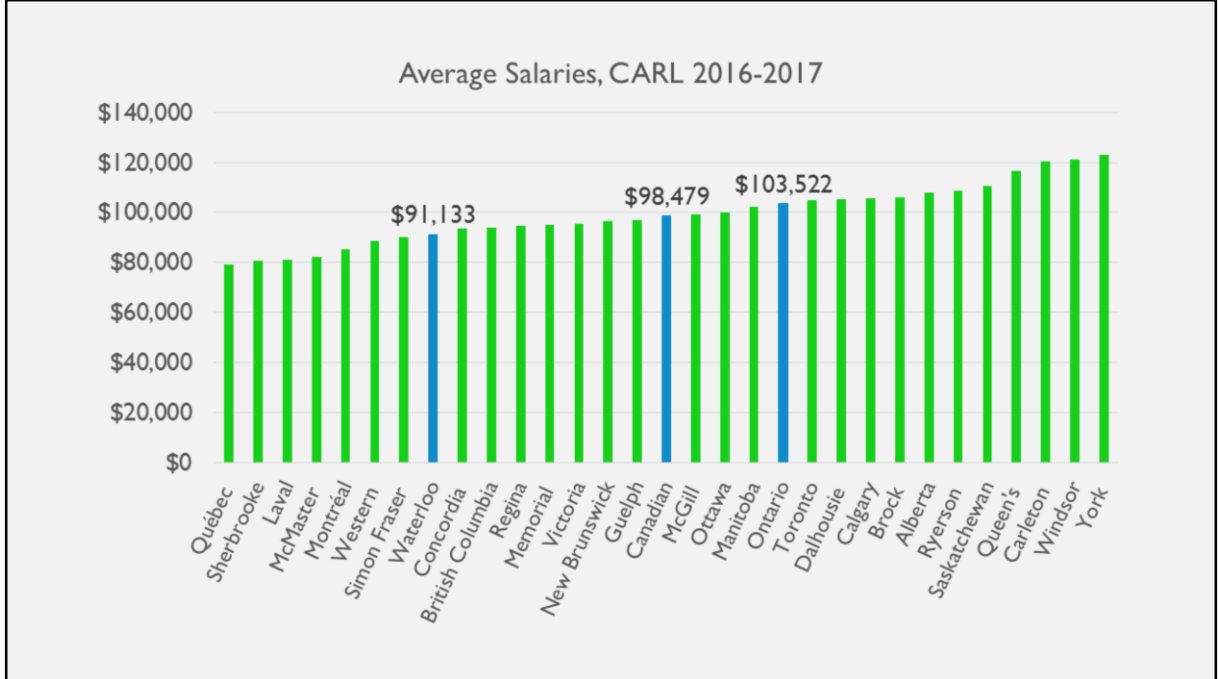


- UW Professional Development Spend on Librarians
- 2013-2015 does not include money spent on ARL program participation
- 2015-2017 does not include interview candidate expenses. Before 2013/14, interview candidates travel was included.
- 2016-2017 "Other" cost is for training fee and facilitator expenses for MAP3 planning retreat, Ex Libris Training, and Process Mapping Training

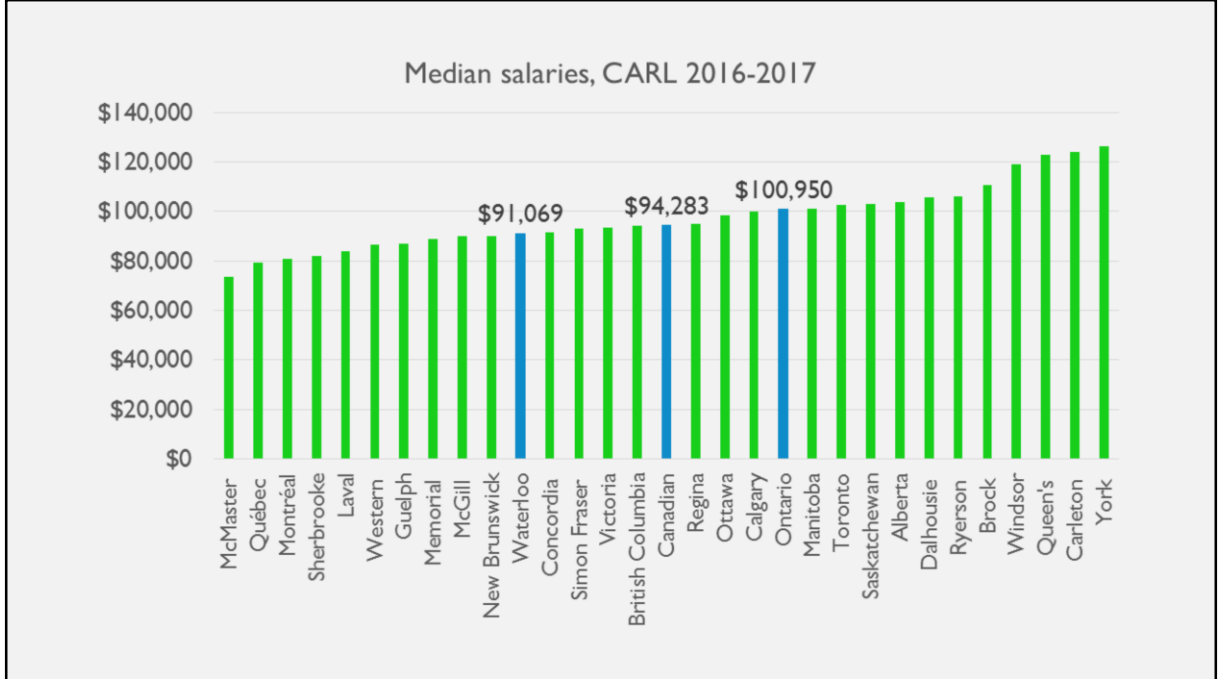
## MATERIALS PURCHASED FOR PROFESSIONAL DEVELOPMENT/RESEARCH, WATERLOO LIBRARY 2016-2017

- Bibliometrics and research evaluation: uses and abuses
- Critical reading in higher education: academic goals and social engagement
- Data librarian's handbook
- Databrarianship: the academic data librarian in theory and practice
- Discovery tool cookbook: recipes for successful lesson plans
- Don't make me think, revisited: a common sense approach to Web usability
- Health and safety guide for libraries
- Human factors in the built environment
- Implementing an inclusive staffing model for today's reference services
- Keywords for environmental studies
- Lean library management: eleven strategies for reducing costs and improving customer services
- Looking for information: a survey of research on information seeking, needs, and behavior.
- Map librarianship: a guide to geoliteracy, map and GIS resources and services
- Mastering subject specialties: practical advice from the field
- Power of appreciative inquiry: a practical guide to positive change
- Purpose-based library: finding your path to survival, success, and growth
- Success strategies from women in STEM: a portable mentor
- Teaching information literacy reframed: 50+ framework-based exercises for creating information-literate learners
- Universal design: creating inclusive environments
- Where are all the librarians of color? the experiences of people of color in academia

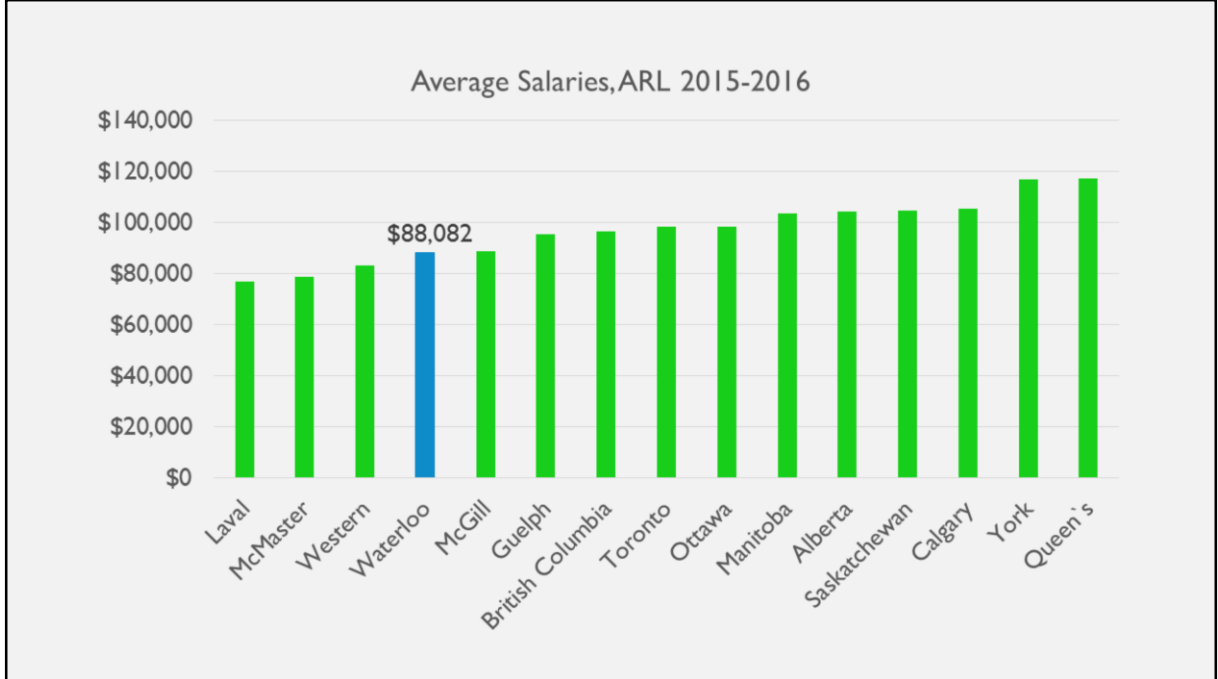
- 2016/2017: added up to \$1387
- 2015/2016: added up to \$2263 (about 10 more titles were purchased last year)



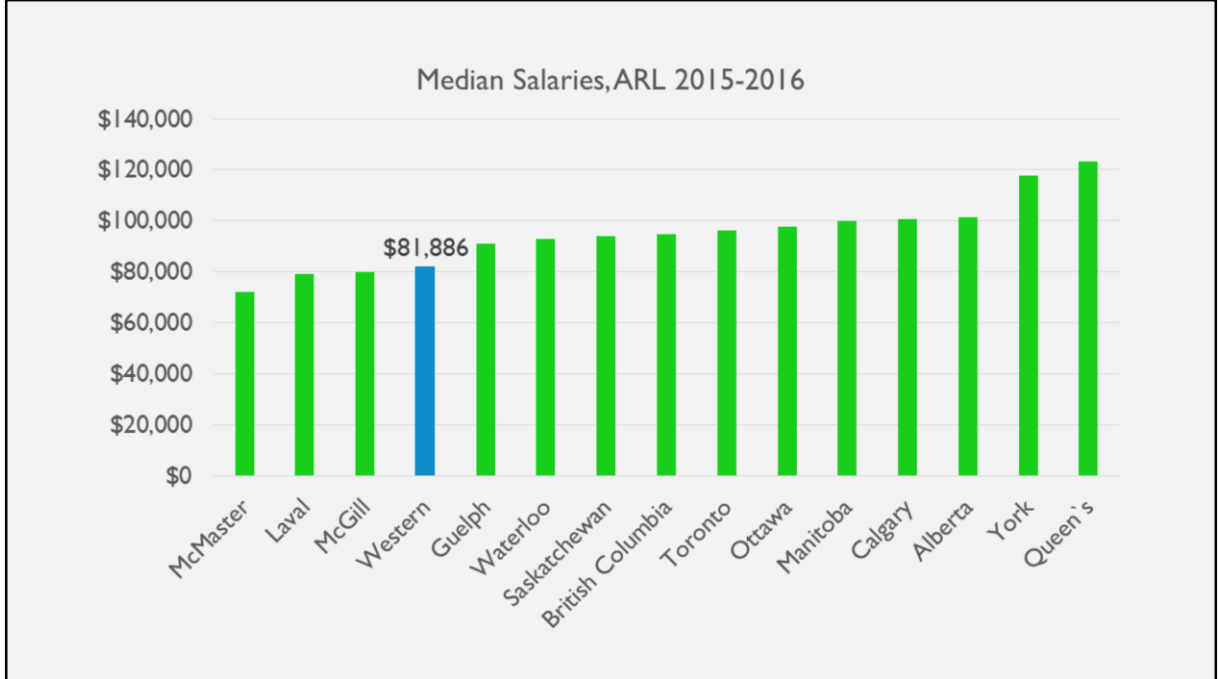
- Waterloo falls below national and provincial averages for Library professionals' salaries.
- This pattern has been noted in previous LAUW Compensation Reports.



- This pattern has is also apparent when looking at the median rather than mean.

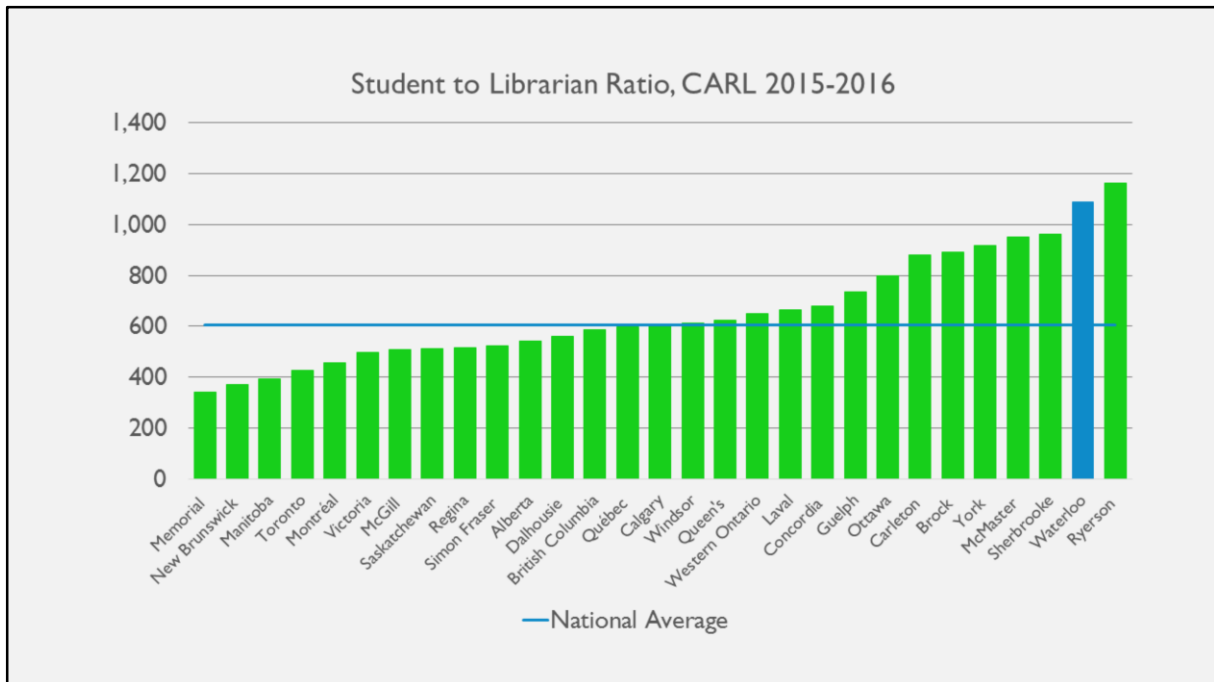


- The same pattern can be seen in the ARL data for mean salaries, and CAUT data (not included).

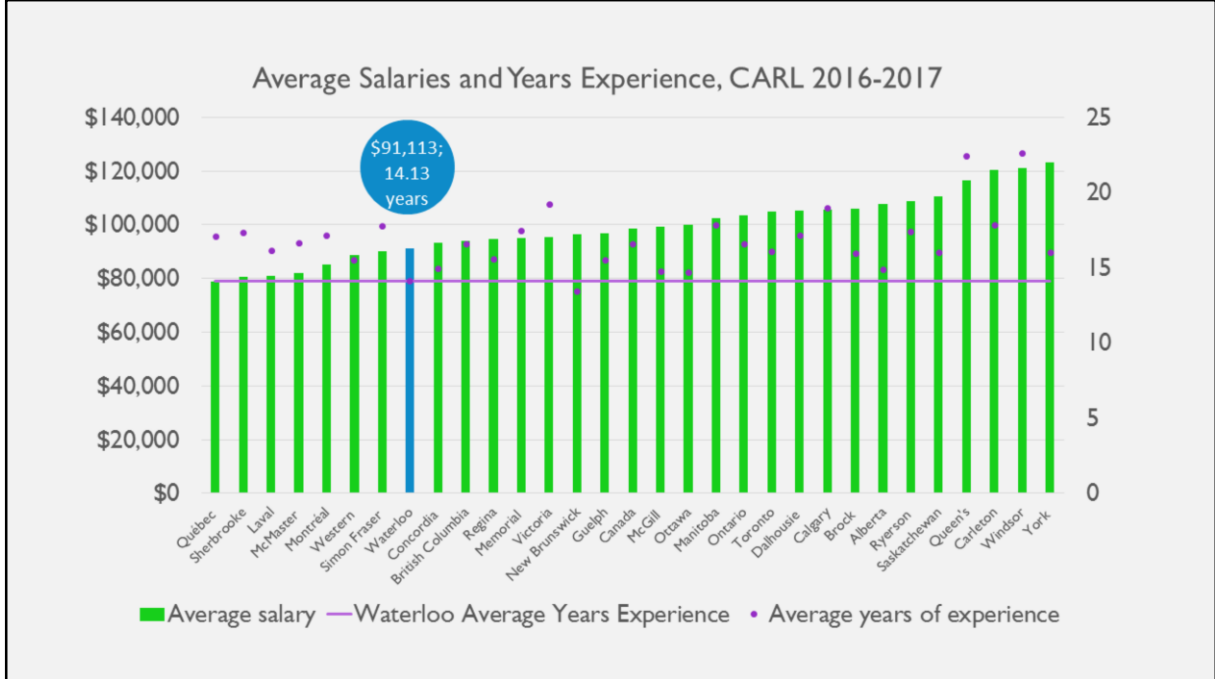


- The same pattern can be seen in the ARL data for median salaries, and CAUT data (not included).

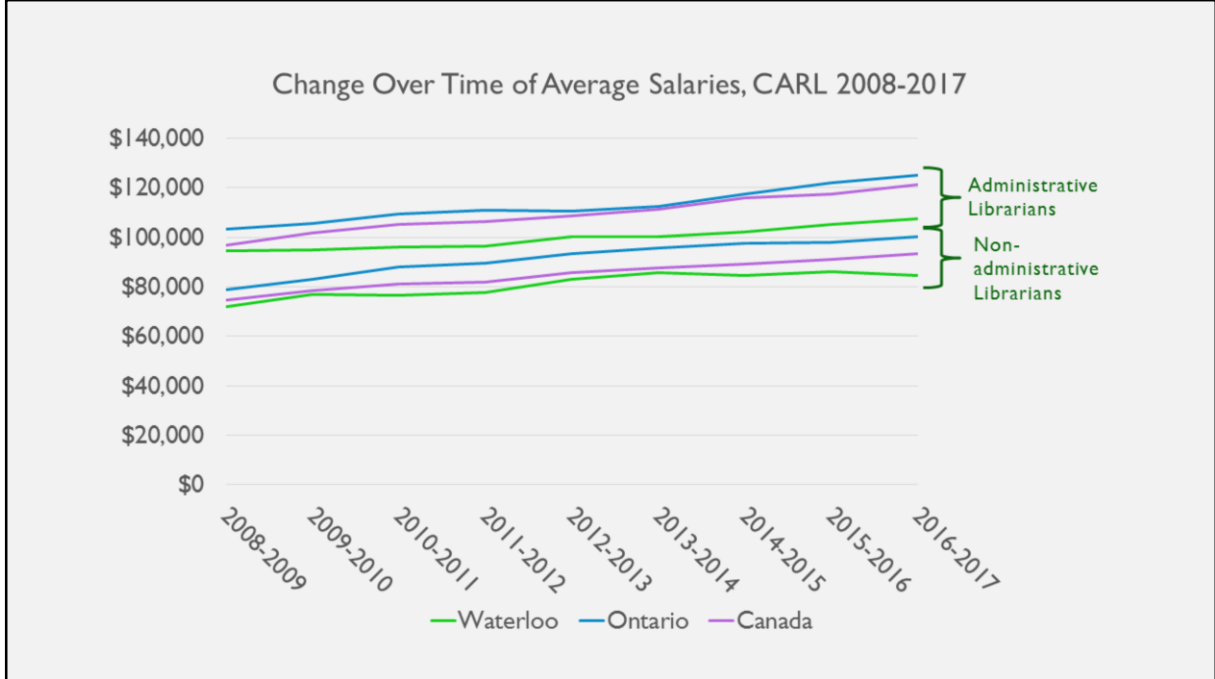




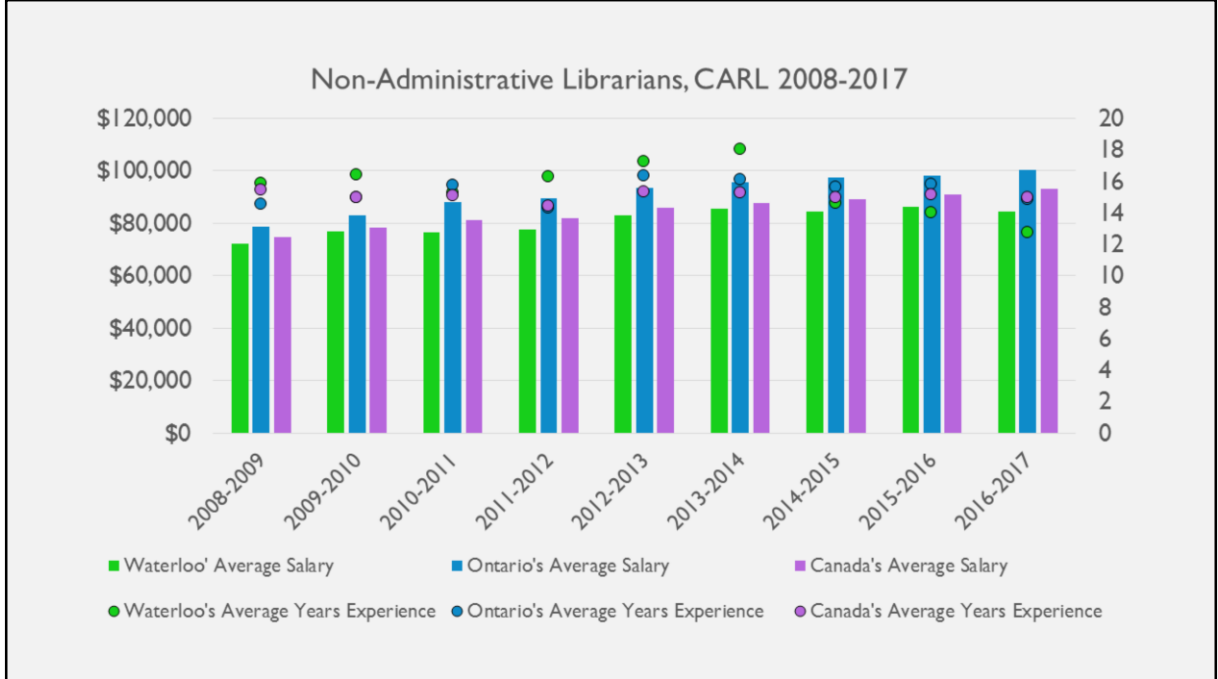
- There are many factors that can affect an average salary. This includes the amount/type of work being done.
- Comparing similar institutions (academic libraries in Canada) will control for the type of work, to a degree.
- This does not encourage speculation on the amount of work being done at Waterloo or comparable libraries, it does indicate that the amount of work done is not a likely justification for Waterloo's lower than average salary.



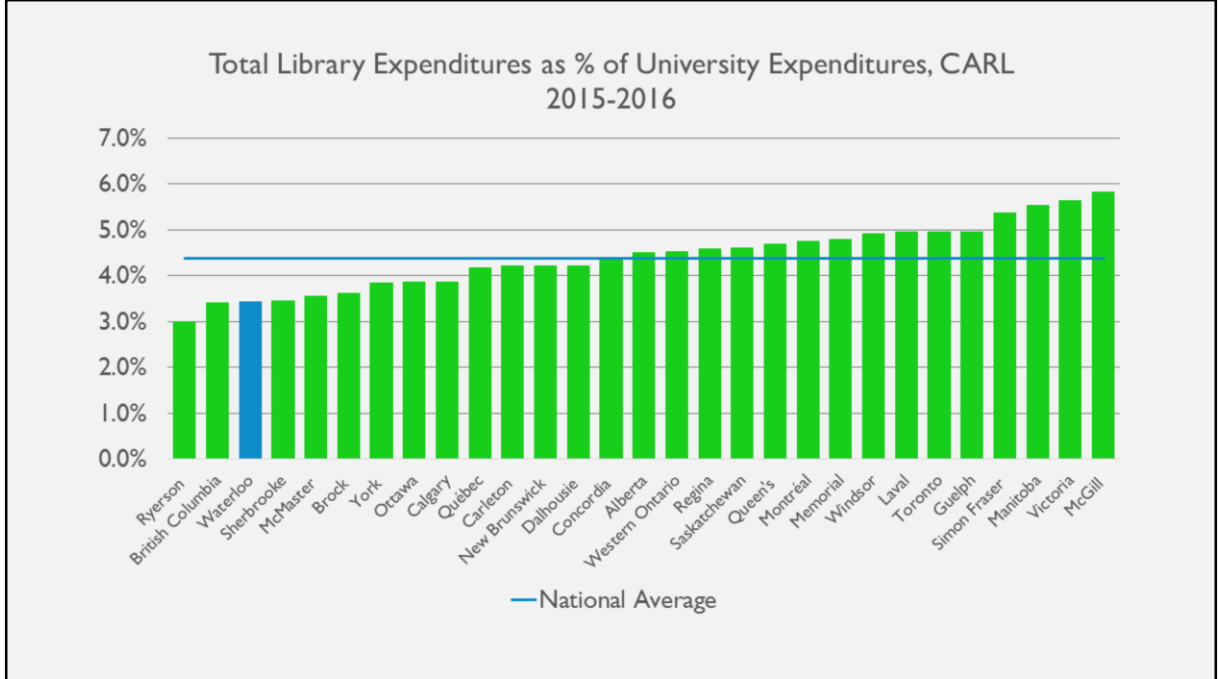
- Retirements and hiring can also factor into salaries.
- Waterloo Library professionals, on average, have fewer years experience than other institutions, which is a likely justification for Waterloo’s lower than average salary.
- The same pattern can be seen in the ARL data, where Waterloo is on the lower end for years experience and average salary.
- There are also inconsistencies that can be seen:
  - Some institutions have more years experience than average but their salary is lower than average.
  - Others have fewer years experience than average but their salary is higher than average.



- The salary trends show that Waterloo is consistently at the lower end, and the gaps between Waterloo and provincial and national averages are increasing over time.
- The difference between Waterloo and Ontario for non-administrative librarians has grown from \$6500 to \$15,500 since 2008.
- The difference between Waterloo and Ontario for administrative librarians has grown from \$8500 to \$17 500 since 2008.
- T-test analysis indicates that there is a significant difference between the Waterloo and Ontario averages for non-administrative librarians as the value of P is < the critical value. The same was discovered for administrative librarians.

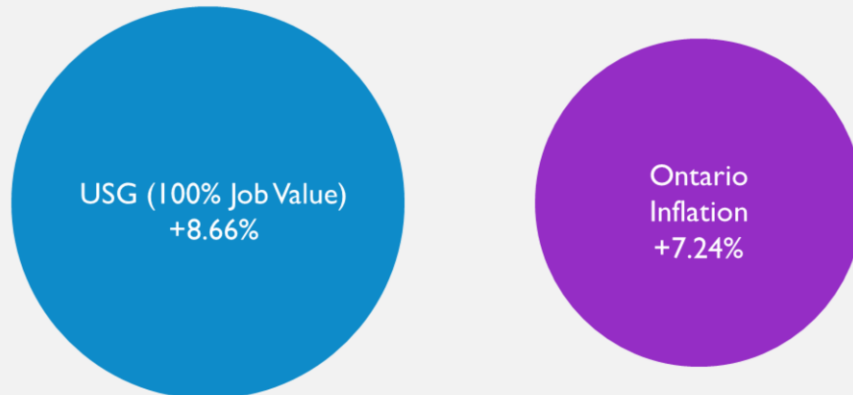


- Higher than average years of experience doesn't mean higher than average salary.
- Lower than average years of experience correlates to a larger gap between the salaries.
- The same pattern can be seen for Administrative Librarians as well.



- Waterloo spends a lower than average proportion of its budget on Library expenditures.
- This is ongoing and has been noted in previous reports

## WATERLOO STAFF ADJUSTMENTS AND INFLATION 2013-2017



- The Waterloo staff salary structure has been keeping up with inflation for the past five years.
- The midpoint (100% job value) increases May 1 depending on the salary recommendation. The last recommendation was the UWSA Memorandum of Agreement Staff Compensation 2015 to 2018 which can be found here:  
[https://uwaterloo.ca/secretariat/sites/ca.secretariat/files/uploads/files/staff\\_salary\\_recommendation\\_2015-2018\\_-\\_vpap\\_approved\\_0.pdf](https://uwaterloo.ca/secretariat/sites/ca.secretariat/files/uploads/files/staff_salary_recommendation_2015-2018_-_vpap_approved_0.pdf)
- Inflation was determined using the Consumer Price Index (CPI). The CPI is an indicator of changes in consumer prices experienced by Canadians.

## WATERLOO MEDIAN SALARIES AND INFLATION, CARL 2012-2016



- The change in Waterloo Library professionals' median salaries has almost been keeping up with inflation for the past five years.
- Waterloo median salaries in 2012 were \$87,354 and in 2016 they were \$91,132.
- Inflation was determined using the Consumer Price Index (CPI). The CPI is an indicator of changes in consumer prices experienced by Canadians.

## NOTES FROM THE STAFF COMPENSATION REVIEW

- [12-14-2017 Staff Compensation Review](#)
  - PowerPoint Slides
- What did it look at?
  - Developing Waterloo's Compensation Philosophy
  - Auditing Waterloo's staff salary structure (USGs)
- What was not examined?
  - Pay equity
  - Pension or benefits
- Who did the data gathering and analysis?
  - Gallagher McDowall and Associates

- The full presentation from that meeting can be found on UWSA website under committees and area reps. <https://uwaterloo.ca/staff-association/committees/area-representatives-committee-area-reps/area-rep-programs>
- The meeting explained Waterloo's Compensation Philosophy and analyzed Waterloo's staff salary structure (USGs).
- There was interest but no firm commitment to have a staff pay equity review and/or analyze Waterloo benefits.



## NOTES FROM THE STAFF COMPENSATION REVIEW

- Waterloo's Compensation Philosophy consists of eight Guiding Principles, including:
  - Balance
    - Salary, benefits, pension, vacation, collegial culture, work/life balance
  - Competitiveness
    - Within a comparator market of local employers, other Canadian universities, and specific industry sectors for specialized roles
    - "Competitiveness with the comparator market is defined as the 50th percentile but the 50th percentile is not guaranteed by job"

## NOTES FROM THE STAFF COMPENSATION REVIEW

- Waterloo's staff salary structure (USGs)
  - 21 USG pay ranges with a minimum (80%), job value (100%), and maximum (120%)
    - Slide 18 in Staff Compensation Review Presentation
  - Jobs are assigned USGs through the Job Evaluation system by HR specialists using the [Hay evaluation](#) tool
- Review method
  - Audit company checked that our Job Evaluation system is rigorous, consistent, quality
  - A representative sample of jobs (155 benchmark jobs) were reviewed against the market
    - Slide 20 in Staff Compensation Review Presentation

<https://uwaterloo.ca/human-resources/support-managers/compensation/hay-evaluation-method>

- Took the median salaries for comparators
  - 25<sup>th</sup> percentile – 25% of observations are at or below this amount
  - 50<sup>th</sup> percentile/median (the University's target position, as per the compensation philosophy)
  - 75<sup>th</sup> percentile – 75% of observations are at or below this amount
  - Slides 25-27 in Staff Compensation Review Presentation
- UW job values are within +/-5% window from the 50<sup>th</sup> percentile

## CONCLUSIONS

- Waterloo is at the low end of the spectrum in terms of average salary when compared to peers
- Waterloo is at the low end of the spectrum in terms of average years experience when compared to peers
- There is an ongoing gap between Waterloo's average salary and the provincial and national averages
- The Waterloo staff adjustments are keeping pace with inflation in Ontario
- Waterloo Library falls near the bottom when compared to CARL schools for student ratio and university expenditures

# 2017/18 FAUW (Faculty Association of the University of Waterloo) Representative Report

LAUW AGM May 4, 2018

## About the position

- The FAUW Representative is a non-voting member of the FAUW Board.
- FAUW is a member of the Canadian Association of University Teachers (CAUT);
  - CAUT is an association of associations and librarians are included in its representation of academic staff.
- We receive CAUT information via FAUW.

## 2017/18 Annual Report

It was a quiet year. Once again the FAUW Board reiterated their willingness to support us in our pursuit of academic status and representation by FAUW.

The FAUW Board meets every 2 weeks from September until June and I attended many of those meetings with an ear out for librarian concerns. An item of interest to us was the FAUW sponsorship of the President's Luncheon on Academic Freedom. I informed the Board that librarians had an interest in academic freedom and asked if there was room for us to attend the luncheon. There was indeed room and several librarians were able to attend this event. It was an interesting and informative event consisting of a panel discussion with FAUW President Bryan Tolson, University Secretary Karen Jack, and FAUW Vice President Shannon Dea. They spoke to the differences between freedom of expression and academic freedom, relevant University of Waterloo policies, and the implications for faculty teaching, research and service.

Regarding CAUT activities, I forwarded information to professional librarians announcing the CAUT Academic Librarians' and Archivists' Distinguished Service Award.

On a personal note, it is interesting to work with other professionals and see how they accomplish their work. My term as FAUW Representative ends in this year and I wish the incoming representative good luck.

Respectfully submitted,

Kathy Szigeti

# 2017/18 LAUW President's Report

## Overview

It has been another exciting year for LAUW. The following report highlights the activities of the 2017/18 LAUW Executive.

## LAUW Members

This year, LAUW welcomed several new members entering permanent positions:

- Beth Sandore Namachchivaya as University Librarian
- Kari Weaver as Instructional Design Librarian
- Nicole Marcogliese as Archivist
- Tom Harding as a Liaison Librarian

We also welcomed Contract librarians in professional librarian positions:

- Siu Yu as a Liaison Librarian
- Jeff Demaine as Bibliometrics and Research Impact Librarian

LAUW congratulated and said goodbye to Courtney Earl Matthews who accepted new position as Head, Open Scholarship services at Queen's University.

## Programs

Jessica Blackwell, Programs Committee Chair, coordinated LAUW programs including guest speakers and several welcome dinners. Full details are outlined in the Programs Committee Report.

## New University Librarian

In the summer of 2017, the Library welcomed Beth Sandore Namachchivaya, our new University Librarian. Over the past few months, the LAUW Exec had an opportunity to work closely with Beth and we appreciate her support. Upon Beth's arrival, we shared with her two recently-created important documents: 2016-2017 University Librarian Hiring Process, outlining non-confidential process used for appointing a new UL during 2016-2017, and LAUW Fact Sheet. The LAUW Fact Sheet document was created in November 2016 and outlines: the overview of LAUW, including its role, structure, membership and resources; the introduction to Librarians' Employment Handbook; the important issues to LAUW membership; and LAUW's current efforts and connections on campus. We wish Beth all the best and look forward to working with together in coming years.

## Library Admin – LAUW Connections

In September, LAUW Exec met with Library Exec team: University Librarian - Beth Namachchivaya, Director Organizational Services - Sharon Lamont, and Acting Associate University Librarian - Alison

Hitchens for our annual luncheon. This was a great opportunity to welcome Beth, and highlight LAUW's role as a voice for professional librarians. Among other discussions, the upcoming LEH review was one of the major topics.

In order to help librarians highlight their professional development activities and success stories, Beth offered administrative support. LAUW Exec is working on details.

## Presentation to LAUW Exec of the discussion of Clinical Professoriate

In the Fall 2017, Laura Bredahl met with Marlee Spafford, Associate Dean of Science, Undergraduate Studies to discuss the process of transitioning the clinical lecturers to clinical professoriate. She presented her findings to LAUW Exec in January 2018. Laura outlined the background information on clinical lecturers, the process of transitioning, and the tips librarians may find useful if they wish to pursue academic status.

## Librarians' Employment Handbook (LEH) Review Committee

In February, LAUW Exec sent out a call to all eligible librarians for expressions of interest to participate on the LEH Review Committee. We appreciate the great response we received from both liaison and non-liaison librarians. After careful consideration and thoughtful discussion, LAUW Exec selected four committee members: two liaison librarians, Jane Forgay and Sandra Keys, and two non-liaison librarians, Lauren Byl and Danielle Robichaud. Other members of the LEH Review Committee consist of the University Librarian, Beth Namachchivaya, and the Director Organizational Services, Sharon Lamont. In the coming months, the Committee will be working on the revision of this important document.

## LAUW Archives

LAUW Exec documents from 1990s to 2000s have been examined by Jessica Blackwell. The collection includes a variety of documents, some of which could be weeded. She recommended that some of these documents could be archived by Special Collections for LAUW.

## Equity Committee Representative

Danielle Robichaud, Equity Committee (formerly SWEC) representative has been added to the LAUW Exec email alias, and invited to LAUW Exec meetings as appropriate.

## Executive

I would like to send a big thank-you to the 2017/2018 LAUW Executive for all their efforts and support this past year. I am grateful to Jackie Stapleton, Past President; Caitlin Carter, Secretary; Kathy Szigeti, FAUW Representative; Sarah Brown, Treasurer; Rebecca Hutchinson, Compensation Chair; Jessica Blackwell, Programs Chair; and Danielle Robichaud, Equity Committee.

All the best to the 2018/2019 LAUW Executive!

**Agnes Zientarska-Kayko, LAUW President 2017/2018**

# 2017-2018 Equity Committee Representative Report

Submitted by: Danielle Robichaud on April 20, 2018.

I began my two year term on the Faculty Association of the University of Waterloo (FAUW)'s Equity Committee (EC) in the fall of 2017. I am currently a member of the Terms of Reference/Name Change and the Outreach & Communication working groups.

## Committee name change

On April 6, 2018 FAUW voted to change the Status of Women and Equity Committee to "Equity Committee." The change is a result of efforts by EC's Terms of Reference/Name Change working group.

As the coordinator of the working group I secured EC member approval to change the committee name in order to better reflect the purpose and scope of the committee, and to better align with current campus equity efforts.

Campus-wide announcements will begin rolling out over the next several weeks. To facilitate the transition to the new name, Equity Committee will be followed by "formerly the Status of Women and Equity Committee" for the next several months.

## Equity Committee Purpose

As part of an ongoing effort to review and update the Terms of Reference, the purpose of the EC has been revised as part of an ongoing effort to best reflect equity seeking groups on campus. The new phrasing is as follows:

*The committee is concerned with equity issues, in line with the [protected grounds](#) of the Ontario's Human Rights Code. The committee engages in educational and advocacy activities as appropriate and liaises with other related committees of the University, OCUFA, and CAUT.*

Previously the purpose was stated as:

*A committee concerned with matters related to the status of women, and with broader equity issues such as those arising from gender, ethnicity, race, sexual orientation, disability, religion, age, or gender identity. The committee engages in educational and advocacy activities as appropriate and liaises with other related committees of the University, OCUFA and CAUT.*

## Website review and centralization

My involvement with the Outreach & Communication working group has consisted of soliciting and making actionable feedback from EC members regarding the website. Unlike other FAUW committee pages the EC page has, to date, maintained its own site.

I am currently helping FAUW staff member Laura McDonald to review and migrate the EC website into the FAUW web presence. The aim is to improve discoverability, refresh existing content, and streamline available information to better reflect the current equity landscape on campus. The new site will launch as part of name change communications

## Working groups

The establishment of the Equity Office and the Associate Vice-President, Human Rights, Equity and Inclusion represent changes to campus administrative functions historically advocated for by the EC. As a result, the future purpose and scope of EC activities are currently under review.

The following working groups are currently in place:

- Accessibility & accommodations
- Financial management
- Healthy workplace
- Hiring, leadership equity and diversity ([Policy 76](#))
- Outreach & communication
- Ethical behaviour & sexual violence ([Policy 33](#) and [Policy 42](#))
- Racial and cultural minorities
- Equity Committee membership
- Salary anomalies (watching brief)

## Current membership

- [Weizhen Dong](#) (Chair) - Sociology and Legal Studies
- [Kathleen Rybczynski](#) (Past Chair) - Economics
- [Melanie Campbell](#) - Physics and Astronomy
- [Valérie Dusailant-Fernandes](#) - French Studies
- [Katy Fulfer](#) - Philosophy
- [Judith Koeller](#) - Faculty of Mathematics
- [Daphne McCulloch](#) - Optometry and Vision Science
- [Omar Ramahi](#) - Electrical and Computer Engineering
- [Danielle Robichaud](#) - Library
- [Eric Soulis](#) - Civil and Environmental Engineering
- [Su-Yin Tan](#) - Geography and Environmental Management
- [Michael Wallace](#) - Statistics and Actuarial Science
- [Nancy Worth](#) - Geography and Environmental Management
- [Yingli Qin](#) - Statistics and Actuarial Science



# 2017 – 2018 LAUW Programs Committee Chair Report

It has been a busy year for LAUW this year with welcoming so many new staff to the library. We have had a number of celebration dinners, and with the hiring that will be upcoming and ongoing in the next LAUW we expect to have many more in the 2018-2019 LAUW year.

## LAUW Celebrations

LAUW celebration are a chance for new library staff to engage with their colleagues in an outside of work setting, and for us as LAUW to celebrate them on their hires. This year LAUW has been very busy with celebrations given the number of new library staff that have recently joined us. In the 2017-2018 LAUW year we welcomed:

Lauren Byl, Copyright Librarian

Tom Harding, Liaison Librarian (French, Germanic and Slavic, Spanish and Latin American)

Nicole Marcogliese, Archivist

Beth Namachchivaya, University Librarian

Kari Weaver, Instructional Design Librarian

## LAUW Talks

LAUW talks are an opportunity for us to engage with each other and our colleagues outside of the university on topics of interest to our work. This year LAUW hosted one talk:

March 8, 2018: Heather Buchansky on identifying Fake News.

A number of excellent suggestions have been put forth by the community for future LAUW talks and we look forward to seeing more speakers in the coming year. Members of the LAUW community are encouraged to keep their eyes and ears out for any potentially interesting conference sessions, work, topics, that they hear about and send them to the Programs Coordinator.

## Recommendations for next year

Although the LAUW Think Tank did not have a session this year, it is recommended that it continue in the future. This is a chance for colleagues to get together in an informal manner to discuss recent projects, ideas, etc that they have seen, and discuss how they might work at Waterloo.

Another suggestion is to have an internal conference where library staff can present to each other talks that they have given at conferences throughout the year. Many of us speak on different topics but our colleagues do not always have the opportunity to see our presentations.

Once the vacant positions in senior library leadership are filled in the coming year, a discussion should also be had about the L2L program and how it could be relaunched.

Thank you to everyone who supported LAUW events this year!

# 2017 – 2018 LAUW Treasurer’s Report

---

## Membership

This year we a total of 33 staff were eligible for LAUW membership, of which 27 paid. The difference includes 4 complimentary memberships, 1 on leave for the year and 1 uninterested in joining at this time.

This year, LAUW offered e-mail transfers as a third option for paying dues, on top of cheque and cash options. 9 members opted to use this method to pay their dues this year.

## Statements (May 1, 2017 – April 10, 2018)

Expenditures:	\$621.10
Membership Dues:	\$810.00
Service Charges <sup>1</sup> :	\$2.25

## LAUW Bank Account Balance:

Bank balance (as of April 30, 2017):	\$1,159.37
Bank balance (as of April 10, 2018):	\$1,346.02
Membership Share Balance:	\$5.00

All the invoices, cheques, receipts, bank transaction records, and printouts are available from the Treasurer.

Submitted April 10, 2018  
Sarah Brown  
LAUW Treasurer, 2017-2018

---

<sup>1</sup> \$0.75 per cheque