



Minutes

Library Staff Consultative Committee

MEETING NO.	6/2021
DATE / TIME	14 December 2021 2 pm
VENUE	Graneek room and Zoom
ATTENDING	Roxanne Missingham - Chair Jerome O'Connor Fiona Nelson Campbell Christobel Underwood Heather Jenks Jaimi Schmid Ivo Lovric – Union Representative Margaret Prescott - Secretariat
APOLOGIES	Candida Spence Michelle Chudzinski Kumudini Watawala Cathy Burton Peter Shaw Heather Jenks
HSR	Jo Boyanton Rob Carruthers
OBSERVERS	Belinda Carriage

Part 1. Attendance and Apologies

1.1 Membership

The Chair welcomed the Committee and noted apologies from Candida Spence, Michelle Chudzinski.

1.2 Minutes from the previous meeting

No amendments request of the Minutes 12 October 2021

Resolution	That the minutes of the meeting of 12 October be approved. Agreed
Action ID	

1.3 Action Items from previous meeting

Action ID	Description	Responsibility	Status	Notes
1/04 (continued)	Number of new staff employed	University Librarian	Ongoing	30 staff separated, approximately 15 fte reduction overall - Still awaiting HR to provide information
1/05	HSR position on EPC	WHS Officer/University Librarian	Complete	After consultation with WEG HSR can be included on the EPC. However to keep the committee numbers manageable the HSRs are to elect one person as representative to be rotated annually

Part 2. Reports and policy matters

2.1 Report from the Chair (Roxanne)

The report highlighted:

- There are still several vacancies in staffing as recruiting people has been difficult across the University. If you have any ideas of ways to recruit, please let us know. Vacant positions include FOI and Privacy.
- Hail remediation - University has worked through the processes with CC appointed as contractor - planning is now moving. SIS buildings are at the top of the list and F&S are planning to look at anything else that can be done in coordination with this work. Chifley will be wrapped in blue tarpaulin and hopefully will have the windows will be fixed at the same time.
- Other building projects for 2022 - lifts, raising storage issues, student study spaces, particularly small group rooms. Work has commenced on creating two glass rooms in the Hancock basement. Issues of sound deadening are under discussion. Jo raised potential issues with WiFi in the Hancock basement. It was noted that if anything is not working properly or broken please log jobs to have it repaired or improved.
- New Library Management System - Upgrading 2022 with a range of systems. An email with more detail will be sent out next week by Roxanne. New systems include: - Alma Library Services Platform, Primo Discovery, Rapido Resource Sharing Platform (includes RapidILL), Leganto Resource List Management System and Rialto Digital Marketplace. Time lines for implementation will be advised as the project progresses. Project Leaders for the Library are Morgan and Pip. The proposed commencement date

is just before Semester 2 but final details have to be determined. This time should be used to re-examine current processes and work flows with a view to improvement. It is hoped that the new systems will enhance our user's experience with the potential for better mobile device compatibility and better work processes.

- Library staff extended hours - In 2022 the Library is looking to provide Stand-down staff with hours for libraries during extended hours and likely some hours dealing with collection backlogs. The collection backlog work will be able to be done in an evening enabling a couple of stand down staff to work together on those project activities. Offers of hours will go out as.
- In line with the University policy of reviewing divisions from time to time, a review of ACDC will be conducted early in 2022. The review is to ensure the best service for our clients and to keep a focus on the University strategic plan and goals to meet the needs of the students.
- Graduate attributes of ANU graduates in draft developed under the leadership of the DVC Academic include:
 - Insight into Indigenous Australian knowledge and First Nations' perspectives
 - Capability to employ discipline-based knowledge in transdisciplinary problem-solving
 - Expertise for critical thinking
- 2022 - 24/7 to continue in Chifley, Hancock and Law. A&M reopening discussion will be confirmed after discussion with the Schools of Art & Design and Music.

2.2 Library and Work Health & Safety report (Heather)

- There is a position for one HSR on the Emergency Planning Committee. This position will rotate between the two HSR positions in SIS. Jo Boyanton will be in the position for 2022.
- Consultation was conducted on the SIS First Aid Assessment paperwork for 2022. The addition of oxygen for Menzies, Chifley and Hancock was the only amendments to be made before ready for submission.

2.3 Reports from work areas present

JB Chifley Library and Art & Music

- End of year work after a busy time during the exam period

WK Hancock Library

- We undertook a variety of research consultations via Zoom. Four Research consultations in November - most interesting – Student looking at climate change and the Middle East, in particular the conflicts and trouble over dams/water in these areas.
- Reviewing the Nuclear Physics location code in Sierra, special project checking with Hancock Holdings has been finalised and the cml is reviewing the next steps.
- Stocktake update – completed large books. This project is catching any anomalies in the aftermath of the relocation project - NOS, incorrect location, separated volumes sets between Hancock and Print Repository.
- The Information Access Team think it has been great to participate in LibChat, and enjoy doing VID WFH and in our offices and have been preparing our teaching program for 2022.
- The Circulation Team have been busy with all the end of year returns, clearing the reserve room, ensuring the building is COVID compliant, and they also echo the I/A team that they enjoy doing LibChat.
- We welcomed Joshua and Brian Hancock in November.

- Replacement work on Hancock's soffit (awning ceiling) has begun and basement meeting room construction.

RG Menzies Library

- Katie's team are focused on our end-of-year financial workflows and purchasing and establishing access to new resources for the collection.
- All Client Services staff have been trained in LibChat and are undertaking regular shifts
- The Team continue to engage with academic areas: Jacky was on a panel to recruit a Pacific Studies Lecturer in CHL (School of Culture, History & Language); Wan organised a morning and afternoon tea for CAP academics – Professor Robert Cribb, Emeritus Professor Anthony Reid and Dr Craig Reynolds
- Donations to the Rare Books Collection:
 - a unique collection of dictionaries – a first edition set of Eric Partridges 'Dictionary of Slang and Unconventional English'. Dr Bernadette also donated a pear tree, in keeping with the Xmas theme! – to be planted in the ANU fruit tree garden;
 - a significant donation of Asian Rare books – which included 3 flood items
- Hui Xiao joined us for a week to finish off her library practicum, which was interrupted due to the recent lockdown. Hui has been working with Frieda on reviewing the Chinese serials collection.
- Team is working through trolleys of resources collated by CAD for review – lots of donations and odd items for review and preparing for the end of year closure. They have ensured sufficient staff are available to service clients.
- A replacement Microform scanner has been approved for purchase.
- Xu Dishan website launch Oct 25th – thanks to Frieda for all her efforts on this project with the Open Research team.

Law

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SIS Facilities

- Fumigation planning for end of year well underway
- Roof repairs - meet and greet took place with the contractor in Menzies. They are now in planning and are likely to also replace the level 4 roof in Menzies.
- Law built in three stages and this is how they will progress their roof works. - Kel and Rob to arrange book moving.
- Menzies fire work continuing hopefully finished by Christmas
- Carpet cleaning will be done where needed at Christmas.
- A&M - Book retrieval and returns need clearing.

Digital Scholarship

- Business as usual with finishing projects in preparation for next year.
- Love the new scanner

SIS Communications

- work on orientation week planning and end of year activities

ANU Press

- 55 titles this year, amazing work

ARDC

- Finishing things for the year and continuing a lot of recruitment.
- Design phase completed for National Health studies data base
- working on input to the National Research Infrastructure Roadmap
- All back in office for Feb

ACDC

- Staffing news
 - Thuy Do has accepted a 12 month secondment to Crawford Academic Skills.
 - Daisy returns to her role as Administrator on 10 January 2022.
 - Vacancy of Digital Literacy Trainer is currently open - closes 19 Dec <https://internaljobs-anu-edu-au.virtual.anu.edu.au/en/job/543174/digital-literacy-trainer>
 - Peer Writers, Writing Coaches & Conversation group leaders advertisements pending funding and will be advertised widely
 - Two Learning Advisors to begin with ACDC in early 2022 to fill two Learning Advisers on secondments
- The Review of support for Academic Competencies & Digital Capabilities Team and Scholarly Information Services - currently underway. Site visits/consultations of the review takes place over 2 days in early 2022.
- Academic Integrity Rule update 1 Dec - The University's new Academic Integrity Rule 2021 was rolled out on 1 December, 2021. In preparation for this rollout, Ben Kooyman from ACDC reviewed the ANU Academic Integrity Modules for staff and students and worked with CLT's Francoise Muller to update these resources in light of the new rule. Additionally, Ben reviewed Academic Skills' online Academic Integrity resources and worked with ACDC's Thuy Do to update these materials.
- 2022 training preparation:
 - National Indigenous Australians Agency (NIAA) (CBE) Graduate Management Program (3-4 Feb 2022) – Hybrid delivery
 - ASEAN-Australia Defence Postgraduate Scholarship Program Introductory Academic Program (18 Jan – 11 Feb 2022) – Marie Reay Teaching Centre 3.04
 - 2022 Orientation Week followed by Semester 1 2022 Generic training
- Orientation week (14-18 Feb 2022) planning underway, with a very different running procedure this year with morning sessions 9am-12pm (Tues-Fri) and late afternoon session 5pm-8pm (Mon-Thurs) for our workshop delivery.

Part 3. Other business

Union Rep:

Local Level,

Last week on Thursday 9th December, the NTEU ANU Branch held a General Members Meeting to introduce the new Branch President, Millan Pintos-Lopez as well as new Ordinary Branch Committee Members. The focus of discussion concerned the findings of the recent Branch Bargaining Survey, which will inform the Branch's Log of Claims as we approach enterprise bargaining in 2022.

The Canberra Coalition for a Nuclear Free and Independent Australia held a rally yesterday, Monday 13th December in Garema Place, in opposition to the recent AUKUS agreement and nuclear submarines. The NTEU is a longstanding supporter of the International Campaign to

Abolish Nuclear Weapons (ICAN) and also the Independent and Peaceful Australia Network (IPAN). NTEU ACT Division Secretary, Dr Lachlan Clohesy, was one of the speakers at the event.

Tomorrow, Wednesday 15th December the ANU Branch is conducting dispute committee training for Branch Committee members & Delegates. Disputes Committees are an important mechanism for the NTEU to be involved in protecting members or advancing workplace interests through the dispute resolution process.

National Level

Thousands of RMIT employees will be back paid approximately \$10 million after the NTEU accepted the university's proposal to settle its casual payment dispute. In June this year, the NTEU lodged a dispute with RMIT over wage theft dating back as far as 2014.

HSR:

- HSRs now have a dedicated Teams site for networking across the University
- Two HSRs have been elected to represent the HSR community on the University WHS Committee.

Other matters:

- Congratulations Jo Boyanton on election to the University WHS Committee to represent the HSR community.

Part 4. Next meeting and action items

The next meeting is scheduled for Tuesday 8th February 2022 - 2pm.



4.1 New and ongoing action items

Action ID	Description	Responsibility	Status	Notes
1/04 (continued)	Number of new staff employed	University Librarian	Ongoing	30 staff separated, approximately 15 fte reduction overall
1/06	Reporting of equipment that is not functioning or broken should have a job logged in Maximo to have the issue corrected.	All SIS staff	Ongoing	Committee members to remind their colleagues.

4.2 Completed action items

Item minutes

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