August 13, 2010
Campus Welfare Committee: Description and Recommendations for Representatives

At the first meeting of the CWC, committee members bring campus welfare issues that affect students, faculty and staff to the attention of the group. By the end of the meeting a tentative agenda is proposed for the year. Before the next meeting the agenda is finalized. The monthly meetings consist of general updates (library updates should be of a campus welfare nature, for example librarian union contract agreement, library hours, or serials cuts) as well as a discussion surrounding the campus welfare issue on that meeting’s agenda.

The majority of the campus’ constituents are represented in this committee: Faculty Welfare committee, Staff Advisory Board, Council of Deans, Council of Provosts, Student Union Assembly (undergrad rep), Graduate Student Association, Student Affairs, and Transportation (and Librarians). Given the make up of the committee, Ashish Sahni, the chair, often solicits feedback on key documents pertaining to new policies, for example, Childcare Advisory and Campus Housing proposals.

**Recommendations**

**Term of service:** 2-year term.

**Preparation:** The LAUC CWC representative will solicit feedback from LAUC-SC membership prior to the 1st CWC meeting (sometime in fall), for example, by e-mail to the LAUC-SC email list or Brownbag meeting. The purpose is to identify campus welfare issues that concern librarians. This information will allow the LAUC CWC representative to contribute to the first CWC meeting. The CWC’s scope covers welfare issues that affect all campus constituents, for example, morale, traffic issues, etc.

**Reporting structure:** The LAUC CWC representative reports all materials as they are available, such as the committee’s year-long agenda and meeting minutes. A regular report will be given at the monthly LAUC Executive Board meetings. A regular report will also be given at All-Staff meetings. A brief annual report will be submitted to LAUC-SC Executive in August.

**Attendance:** The LAUC CWC representative is expected to attend the CWC monthly meetings, which are scheduled months in advance. Additionally, Ashish Sahni, the chair, will invite CWC reps to various campus events. If the LAUC CWC representative cannot attend, a substitute should be sent.

**Representation:** In order to best represent LAUC in the CWC, feedback from librarians is crucial. Two areas call for input:

1. Prior to each meeting, the LAUC representative should put out a call to LAUC-SC for feedback, comments, examples, etc. on the upcoming meeting’s agenda.
   a. After each meeting, share what has been learned via regular reports at the monthly LAUC Executive meetings and All Staff meetings. A Brownbag meeting may also be called.

2. When CWC asks for comment on campus documents, the LAUC CWC representative should give LAUC-SC the opportunity to comment on these documents. The representative should summarize the feedback before sending it to CWC, keeping in mind that comments should be neutral, not inflammatory.