



Agenda

ANU Library Staff Consultative Committee

MEETING NO.	Meeting number. 02/2022
DATE / TIME	Tuesday 12th April, 2022, 2:00 - 3:30pm
VENUE	Graneek Room, JB Chifley Library and Zoom
CONTACT	Roxanne Missingham/Margaret Prescott

Contents

Contents	1
Part 1. Formal items	2
1.1 Minutes from the previous meeting	2
1.2 Matters arising	2
1.3 Attendance and apologies	2
Part 2. Reports and policy matters	2
1.1 Report from the Chair (Roxanne)	2
1.2 Library and Work Health & Safety report (Heather)	2
1.3 Reports from work areas present (5 dot points pls send to Margaret)	2
Part 3. Other business	3
3.1 Any other business	3
3.2 Next meeting	3

Part 1. Formal items:

1.1 Minutes from the previous meeting

[Previous Minutes](#)

Action required For information For discussion For decision

1.2 Matters arising

Action required For information For discussion For decision

#1	Reporting of equipment that is not functioning or broken should have a job logged in Maximo to have the issue corrected.
#2	HSR Jo Boyanton to locate the air quality report for the Library buildings.

1.3 Attendance and apologies

Action required For information For discussion For decision

Welcome to the members in attendance and new members.

Part 2. Reports and policy matters

1.1 Report from the Chair (Roxanne)

Action required For information For discussion For decision

1.2 Library and Work Health & Safety report (Heather given by Margaret)

Action required For information For discussion For decision

1.3 Reports from work areas present (5 dot points, copy to Margaret please)

Action required For information For discussion For decision

Part 3. Other business

3.1 Any other business

Action required For information For discussion For decision

3.2 Next meeting

Action required For information For discussion For decision

Tuesday 14th June 2022, 2:00 - 3:30pm



6.1 New and ongoing action items

Item minutes

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 for remind their colleagues