

General Meeting
Friday, November 7, 2008 12:30 – 2:30 pm
Room 3006, Social Science Centre

Speaker: Jeffrey Stokes

President: Mike Carroll

The Speaker called the meeting to order at 12:35 p.m. Attendance was according to the Nominal Roll. The Speaker reminded attendees that only members of the Faculty Association were permitted to vote on motions.

1. Approval of the Agenda:

Upon the request by the speaker, the agenda was adopted unanimously as presented.

2 Minutes of the General Meeting of 25 April 2008

Declared correct as circulated.

3. Business Arising: None

4. President's Report: M. Carroll

M. Carroll reported on the following:

- Web Site: UWOFA has a new web site. The goal of the web site was to make it user friendly and to avoid much of the clutter that had accumulated over the years on our old web site. Feedback so far has generally been positive. Suggestions should be forwarded to the UWOFA office;
- Committees: The Board has appointed Chairs of most of UWOFA Committees. These chairs have recruited committee members. A full list of committees and their membership can be found on the UWOFA web site. The Executive Committee, a subcommittee of the Board mandated by our Constitution – which had fallen into disuse last year – has been revived and now meets monthly. The date and time of the Executive Meetings are noted on the Calendar of Events and Meetings, on the UWOFA web site. If anyone has an issue that they want to bring to the Executive's attention, for possible inclusion on the Board agenda, please submit it to UWOFA or me (M. Carroll) a day or two before the Executive meets;
- Library Council: Last year a suggestion was made that the Librarians and Archivists (L/A) should have a Council modeled on faculty councils. A joint working group hammered out a proposal. At the L/A General Meeting a few months ago, some changes were suggested and a revised proposal approved in an electronic vote. Subsequently everyone – Members and Administrators – were brought together at the end of October 2008, under the guidance of an external facilitator, to develop some ideas what members saw as the purpose of the Council, what they saw as not being part of the Council's purpose, and what topics could be discussed at Council meetings in the next six months. Several topics were identified. As well, a subcommittee was established to plan for an additional two or three meetings between now and April 2009.
- Faculty Times: First issue of the academic year was distributed at the end of September 2008, M. Doyle (UWOFA Communication Officer) is planning for the next issue to come out by the end of November 2008;
- Other Associations: There have been three Faculty Associations who have gone on strike, Laurentian University, Windsor University and Brandon University. The Strike at Laurentian University lasted for one week and UWOFA made one donation of \$1000. The Strike at Windsor University lasted for eighteen days and UWOFA donated \$1000 per week for a total of \$2000. The Strike at Brandon University lasted for seventeen days and UWOFA donated \$1000 per week for a total of \$2000. Yesterday CUPE 3003, representing 3,400 contract faculty, teaching assistants and graduate assistants at York University, went on strike;
- Two new UWOFA awards: The Board has created two awards to honour the memory of the late Allan Heinicke for his sustained and important contributions to the Association over a period of decades. First, UWOFA has renamed one of the existing student scholarships in his honour; it will go to the student with the top grades in Mathematics. Second, UWOFA has created the Alan Heinicke Memorial Service Award – this will be given to a UWOFA Member to recognize

"outstanding service and achievement in financial, technical, or policy development and/or analysis supporting the aims of the Association". The exact terms are still being worked out.

- New Union on Campus: Public Service Alliance of Canada will now be representing postdocs, at least some of them, at Western;
- Office Space: UWOFA moved out of our building on Western Road (May 2006) and into the current location at Elborn College. The UWOFA Board and the staff agree that the space at Elborn is not satisfactory because there is not have enough space and because the Elborn location is not central. UWOFA has been given three space options; on the 6th floor of the Social Science building; the basement of the Natural Science building, or Talbot College. The Board prefers the space in the Social Science building, but would consider Talbot College if that was a way of getting the space UWOFA needs. UWOFA has presented its requirements to Ruban Chelladurai, Associate Vice-President (Inst. Planning & Budgeting) and hopes to hear something in early 2009.
- Brochures: UWOFA has recently developed a brochure designed to assist people who are negotiating a faculty probationary position at Western. The Office of Faculty Relations refuses to distribute the brochure. M. Carroll has asked UWOFA Chief Stewards to keep taps on positions in their faculty and distribute them as necessary. Plans are underway to develop analogous brochures for Librarians and Archivists and Contract Faculty;
- Professional Expense Reimbursement and Health Care Spending Account: November is the month when Faculty need to decide how to allocate their \$400 in flex credits. Emails should be going out next week letting faculty know how to make their election;
- CAUT Dedicated Service Award: This award was established to recognize exceptional service provided by individuals at the local or provincial level. The Award is granted by CAUT upon receipt of a recommendation from a local, provincial, or federated Association. Last year UWOFA made a recommendation – there has been no opportunity until today's meeting to present the award to Marjorie Ratcliffe. Marjorie Ratcliffe was responsible for spearheading the UWOFA certification drive. She was very active on the first and second contract committees; served on the second negotiating team; and has served on the UWOFA Board a number of times both before and after certification.

5. Treasurer's Report: H. Sendov

a) Audited Financial Statements 2007-2008.

Sendov presented the audited financial statements for 2007-2008 (Exhibit II).

MOVED: H. Sendov/J. Davies

THAT the Membership receive the audited statements for 2007-2008. **CARRIED**

b) Income Statement as of September 30, 2008.

Sendov presented the income statement as of September 30, 2008 (Exhibit III). Sendov explained that UWOFA will transfer \$24,000 per month to the Collective Bargaining and Grievance Fund to ensure that our budget obligations for that account are met. Sendov reviewed the legal budget line that to date is over budget by \$14,000. Sendov explained that this is due to the increase in the number of grievances and arbitrations.

6. Committee Reports:

a) Joint Committee: M. Dawes

UWOFA representatives: Elizabeth Bruton, Regna Darnell, Mike Dawes (co-chair), Don Heslinga (resource), Tess Hooks (observer/alternate, ex-officio as Grievance Chair), Aniko Varpalotai.

Employer representative: Tom Carmichael (co-chair), Judy Collis (resource), Joyce Garnett/Wendy Kennedy (alternates), Michele Parkin, David Wardlaw, Alan Weedon.

- The Committee met last on October 22, 2008. Dawes presented some of items that were discussed at the last meeting:
- UWOFA noted receipt from the Employer of scheduled information as provided by Articles Appointments, Information, Privacy, Promotion and Tenure and Workload. UWOFA also noted information scheduled but still outstanding;

- Duncan Hunter gave a brief presentation on behalf of the Provost's Ad Hoc Committee on Classroom and Communal Space. The presentation was per the Implications of Technology article, whereby UWOFA gets advance notice of possible changes;
 - The Employer has declined UWOFA's proposal for a joint study of merit pay systems at comparator universities, citing insufficient resources;
 - UWOFA presented a proposal for a one-year roll-over of the Librarians and Archivists collective agreement. This would allow the Parties to synchronize negotiations. There has been no decision regarding UWOFA's proposal;
 - There has been some discussion about Employer proposals for new advertising and selection procedures for appointments where the home unit is not known in advance. UWOFA expressed some concerns.
- b) Grievance Committee: T. Hooks
T. Hooks provided an update on the activity of the Grievance Committee from the April 1, 2008 to November 3, 2008:
- The Committee has handled eighteen individual grievances and eight policy grievances;
 - The Committee has also acted as a consultant on eight Promotion and Tenure files;
 - The Committee has been dealing with several ongoing discipline cases.
- c) Equity Committee Report: B. MacLachlan was unable to attend the meeting. G. MacGregor presented the report for B. MacLachlan.
- February 2008 the Committee held its second workshop for Graduate Students poised to enter the work force;
 - The Committee decided to broaden its mandate to include all Members who might be facing equity issues. As a result the Committee petitioned the UWOFA Board to change the name of the Committee from the Status of Women Committee to the Equity Committee;
 - The Committee's two major issues this year will be: issues arising from Gay, Lesbian, Bisexual, Transgender and Queer (GLBTQ) constituency and; educational information on ageism issues.
- d) Librarians and Archivists Contract Committee: R. Wallace (Deputy Chief Negotiator, Librarians and Archivists)
R. Wallace provided a summary on what the Committee has been working on:
- Finalizing negotiating goals in case the proposal for a one-year roll-over of the Librarians and Archivists collective agreement is rejected by the Administration;
 - The Librarians and Archivists Contract Committee has two sub-committees. One is the Salary Committee that is in the process of reviewing various salary statistics and will be providing the Committee with recommendations of goals to set for salary. The other is the Benefits Committee which is in the process of reviewing a report that was commissioned from the Canada Benefits Consulting Group.
- e) Salary Committee Report: J. Davies
J. Davies reported on the following:
The UWOFA Salary Committee represents both Faculty and Librarians and Archivists;
- This year a position was created for a Salary Analyst. A. Bigelow was chosen by UWOFA for that position. A. Bigelow and the Committee developed a Salary Calculator that was provided to Members to determine if eligible Members should apply for a performance based salary anomaly.
 - Salary Committee is related in part to two University Committees: The Career Trajectory Adjustment Committee (CTAC) and the Salary Anomaly Committee (SAC). J. Davies and A. Bigelow represent UWOFA on the CTAC. The Administration's representatives are Alan Weedon and David Wardlaw. There is also a mutually agreed upon Chair, T. Sicular. The SAC is charged with making salary anomaly recommendations for this year and it has already started its activity. In January 2009 when it has completed making its recommendations it will be charged with doing a study of gender anomaly.

- f) Committee for Contract Faculty: M. Norman (Co-Chair)
- The Committee has been working on understanding what is going on with Contract Faculty at other Universities. The Committee organized an event to mark Fair Employment Week and invited Vicky Smallman from CAUT to give a presentation on “Bargaining for Fair Employment: A. Progress Report;
 - The Committee recently had a presentation by the Administration called Faculty Actions System Transformation (FAST). Norman explained that this new system is designed to automate the business process with respect to processing appointments, leaves and retirements. The Administration explained to the Committee that the need for FAST is due to the inefficiency in the current system which causes many errors in the data. Currently it takes up to 45 days to process a Limited Duties appointment which costs the University on average \$325,000 per year with 85% errors in the data. Norman explained that the FAST system has not been implemented but it appears, in principle, to be a good idea. G. MacGregor and R. Darnell are currently working on a pamphlet, that parallels the pamphlet made for probationary people who are applying for a position, that will be made available for people applying for contract positions.
- g) Workload Study Group: J. Cote
- The Workload Study Group was a committee mandated under the Collective Agreement. The Group met from May, 2007 to May, 2008. The Group designed a long wish list of things they want to look at regarding changes in workload for research, service and teaching. The Committee was only able to look at teaching because that was the only area that the Administration had hard data. The Committee did manage to get a review of the literature into the final report that lays the bases for future research that the committee recommends be undertaken. One of the recommendations made by the Group was that the comprehensive Workload Study conducted in 1996 be redone but updated to take into account the impact of new technology.

M. Carroll explained that at the September 18, 2008 Board Meeting the Board approved that a subcommittee of the Joint Committee be established and be charged with ensuring the recommendation of the Workload Study Group for the repetition of the 1996 survey of faculty workload but with the survey updated to capture the impact of new technologies on teaching, research and service, and the impact on teaching of changed student expectations.

7. New Business: None

8. The meeting adjourned at 2:30 pm.