

## General Meeting of UWOFA-LA

Wednesday, November 9, 2011  
12:00 noon to 1:30pm  
Social Science Centre, room 2024  
(sandwiches and drinks will be served)

### AGENDA

1. Approval of the Agenda
2. Approval of Minutes for:
  - August 31, 2011 – **EXHIBIT I**
  - September 7, 2011 – **EXHIBIT II**
  - September 13, 2011 – **EXHIBIT III**
  - September 19, 2011 – **EXHIBIT IV**
  - September 21, 2011 – **EXHIBIT V**
3. Business Arising
4. President's Report: *B. Traister*
5. Chief Negotiator's Report: *A. Varpalotai*
6. Committees mandated under the UWOFA-LA Collective Agreement:
  - a) Joint Pay Equity Committee as outlined in the Letter of Understanding – Pay Equity Review – **EXHIBIT VI**
  - b) Joint Committee on Workplace Climate as outlined in the Letter of Understanding – Workplace Climate – **EXHIBIT VII**  
Discussion on the process of selecting UWOFA-LA Members for this committee.
7. Nominating Committee Report: *C. McKillop/N. Torabi*
8. New Business
9. Adjournment

**Minutes of the UWOFA Librarians & Archivists  
General Meeting**

Wednesday, August 31, 2011  
12:00 -1:30 pm  
Social Science Centre, room 2020

Speaker: Kristin Hoffmann

President: Bryce Traister

**1. Approval of the Agenda:**

**MOVED:** B. Brereton/J. Sadler  
THAT the agenda be approved. **CARRIED**

**2. Minutes of July 5, 2011 General Meeting:**

**MOVED:** F. Gray/M. Fazekas  
THAT the minutes of July 5, 2011, be approved. **CARRIED**

**3. Business Arising:** None

**4. Strike Action Committee (SAC) Report:** *M. Harrington (co-Chair)*

M. Harrington provided the following report:

- Current membership of the SAC: Lise Doucette (Services/Facilities); Bruce Fyfe (Picketing); Marni Harrington (co-Chair), Albert Katz (co-Chair), Nicole Nolan (Communications);
- The SAC thanked the UWOFA staff (Jane Laforge and Micki Izzard) for their contributions to the work of the SAC. The SAC also thanked the UWOFA Communications Committee;
- An email address has been set up, [uwofala.strike@gmail.com](mailto:uwofala.strike@gmail.com). In the event of a strike this email address will be used to communicate to Members;
- Strike headquarters (530 Oxford Street West, London) has opened and phone lines are operational;
- Information Pickets will be set up over the Labour Day weekend. One hour time commitment is all that is required;
- Message from Bryce Traister to the UWOFA Members will go out on Friday, September 2, 2011;
- Strike Protocol meeting with the Employer is scheduled for September 1, 2011;
- A Strike FAQ will follow shortly thereafter;
- If necessary, the strike would begin on Thursday, September 8, 2011 at 7:00 am;
- Picket schedules will be distributed by the end of the day, Tuesday, September 6, 2011;
- Check the UWOFA website for updates but be ready for your picket shift on Thursday morning regardless;
- Drive to strike headquarters where shuttle vans will transport picketers to campus;
- Flying Picketers from other Faculty Associations are scheduled to arrive on Friday, September 9, 2011, to join the UWOFA Librarians and Archivists on the picket lines.

**MOVED:** D. Sich/V. Gray

THAT the Membership express its gratitude to the Strike Action Committee for its continued excellent work.  
**CARRIED Unanimously**

**5. Chief Negotiator's Report:** A. Varpalotai

A. Varpalotai presented the following overview:

- Formal negotiating sessions were held on August 15, 16 and 18, 2011;
- UWOFA requested the Conciliator file a 'No Board' report on August 22, 2011. As of this date the Conciliator moved from the role of conciliator to a mediator;
- Two negotiating dates have been set for September 6 and 7, 2011;
- UWOFA presented a 'without prejudice' package on August 16, 2011, indicating that UWOFA was prepared to sign off on eleven articles. Core articles remain on the table, some in progress (Appointments, Promotion and Continuing Appointment, Annual Report and Review, Workload, Vacations and Holidays), and some with no negotiated changes (Letter of Understanding - Directors & Department Heads, Letter of Understanding – Unified Negotiations, Duration and Compensation and Benefits);
- At this point the Negotiating Team feels that we are nowhere close to an Agreement;

A. Bigelow presented an overview on financial matters:

- Current gap between Western's Librarians and Archivists and their colleagues at other Canadian academic research libraries is 20%;
- UWOFA's Compensation proposal will decrease the gap to 11% (assuming scale increase of 2% at other Universities). The Employer's proposal will increase the gap to 23% over the next four years.

Each Negotiating Team member provided their own perspective on the progress of negotiations.

**MOVED:** K. McPhee/P. Ellis

THAT the UWOFA-LA Membership expressed their continued support of the negotiating team for its excellent work. **CARRIED Unanimously**

**6. New Business:**

Reminder: UWOFA-LA General Meeting, Wednesday, 7 September, 2011, from 4 – 6 pm, Social Science Centre, Room 2024

**7. Adjournment**

**MOVED:** P. Ellis/C. Martin

THAT the meeting be adjourned at 1:40 pm.

**Minutes of the UWOFA Librarians & Archivists  
General Meeting**

Wednesday, September 7, 2011  
4:00 to 6:00 pm  
Social Science Centre, room 2024

Speaker: Kristin Hoffmann

President: Bryce Traister

**1. Approval of the Agenda:**

Members received notice of meeting by way of an email message at least seven days in advance. The formal Agenda was emailed to Members September 6, 2011, one day in advance. The Speaker asked the membership to waive the normal notice of meeting required according to UWOFA's Constitution (5 days in advance). Normal notice of meeting was waived by general consensus.

**MOVED:** M. Harrington/K. McPhee  
THAT the agenda be approved. **CARRIED**

**2. President's Report: None**

**3. Negotiating Update:** A. Varpalotai

**MOVED: J. Sadler/K. McPhee**  
THAT the meeting move into closed session. **CARRIED**

The Speaker explained that by moving into closed session the proceedings of the meeting will remain confidential.

**MOVED:** V. Gray/M. Harrington  
THAT the meeting move out of closed session. **CARRIED**

**4. Adjournment**

**MOVED:** P. Ellis/C. Martin  
THAT the meeting be adjourned at 5:15pm.

**Minutes of the UWOFA Librarians & Archivists  
General Meeting**

Tuesday, September 13, 2011  
1:30 to 3:30 pm

UWOFA-LA Strike Headquarters, Price Choppers  
530 Oxford Street West, London

Speaker: Kristin Hoffmann

President: Bryce Traister

**1. Approval of the Agenda:**

The agenda was approved as circulated.

**2. Negotiating Update:** A. Varpalotai

A. Varpalotai reported that a meeting with the Employer's negotiating team has been scheduled for this evening. Both negotiating teams have agreed to a media blackout.

A. Varpalotai went on to present an overview of the negotiating team's strategy.

**3. Strike Action Committee:** M. Harrington

Based on the motion passed at the June 10, 2011 Board meeting, strike pay begins on day four of the strike. The first payment of strike pay will cover the period from September 11 to 17 (7days) and will be ready for distribution on September 19, 2011.

A rally at the Richmond Gates is scheduled for 3:30 pm on Friday, September 16, 2011. Sid Ryan, President, Ontario Federation of Labour, will be attending along with flying pickets from other Faculty Associations. A social event is scheduled for 6:30 pm, at Price Choppers, 530 Oxford Street West. All Librarians and Archivists and their families are invited.

**4. Adjournment**

The meeting adjourned at 3:30 pm.

**Minutes of the UWOFA Librarians & Archivists  
General Meeting**

Tuesday, September 19, 2011

1:30 to 3:30 pm

UWOFA-LA Strike Headquarters, Price Choppers  
530 Oxford Street West, London

Speaker: Kristin Hoffmann

President: Bryce Traister

**1. Approval of the Agenda:**

The agenda was approved as circulated.

**2. President's Report:** B. Traister

B. Traister announced that the media blackout continues.

**3. Negotiating Update:** A. Varpalotai

A. Varpalotai reported that, although close, a tentative agreement has not been reached.

A. Varpalotai provided the Membership with detailed information on where the two teams differ. She also provided specific information on areas where agreement has been reached.

**4. Adjournment**

The meeting adjourned at 2:10 pm.

**Minutes of the UWOFA Librarians & Archivists  
General Meeting**

Wednesday, September 21, 2011  
2:00 pm

UWOFA-LA Strike Headquarters, Price Choppers  
530 Oxford Street West, London

Speaker: Kristin Hoffmann

President: Bryce Traister

**1. Approval of the Agenda:**

**MOVED:** V. Gray/P. Ellis

THAT the agenda be approved. **CARRIED**

**2. President's Report:**

B. Traister announced that the UWOFA-LA bargaining unit has a tentative Collective Agreement. Details will be presented under the Chief Negotiator's Report.

**3. Negotiating Update:** A. Varpalotai

A. Varpalotai thanked the UWOFA Staff, the UWOFA Board, the Strike Action Committee and the UWOFA-LA negotiating team for all their hard work and dedication over the last several weeks.

**MOVED:** M. Harrington/L. Doucette

THAT the meeting move into closed session. **CARRIED**

The Speaker explained that by moving into closed session the proceedings of the meeting will remain confidential. Detailed information of the items discussed during the closed session (4. Contract Goals Achievements; 5. Compensation and Benefits Summary; 6. Back to Work Protocol) will be kept with the minutes in the minute binder.

**MOVED:** J. Sadler/C. Woods

THAT the meeting move out of closed session. **CARRIED**

**7. Announcements:**

Ratification Vote Details: The ratification vote will take place at Strike Headquarters, 530 Oxford Street West.

Voting times will be: September 22, 2011 from 9:00 am to 4:00 pm and September 23, 2011 from 9:00 am to 11:00 am. Ballots will be counted immediately after voting closes on September 23, 2011.

Strike Pay Information: Final strike pay for the period of September 18 to 25 (inclusive) will be available on September 26, 2011. Members can pick up their strike pay from the UWOFA office, Elborn College, room 2120.

Party Plans: A celebration has been organized for September 23 for Members and their significant others at Mykonos Restaurant, Adelaide Street. The celebration will begin at 7:00 pm.

**8. Adjournment**

The meeting adjourned at 4:00 pm.

## LETTER OF UNDERSTANDING

### Pay Equity Review

Between:

The University of Western Ontario  
(hereafter referred to as the "Employer")

and

The University of Western Ontario Faculty Association  
(hereafter referred to as the "Association")

This Letter of Understanding forms part of the Librarians and Archivists Collective Agreement (July 1, 2011-June 30, 2015) for the life of that Collective Agreement.

1. In order to ensure compliance with Ontario's Pay Equity Act for this Bargaining Unit, a Pay Equity Review shall be carried out by a Joint Pay Equity Committee. The Joint Committee shall be composed of three persons appointed by the Association, three persons appointed by the Employer, and two Co-Chairs appointed by mutual agreement of the Employer and the Association.
2. The Parties may engage additional advisors to assist their representatives on the Joint Committee. Advisors may attend meetings of the Joint Committee and will have voice but no vote. Each party will be responsible for any costs associated with the presence of its advisor(s) at the Joint Committee meetings.
3. The Joint Committee shall be established by November 15, 2011. It shall deliver an interim report to the Parties by May 30, 2012, and a final report by August 31, 2012. By mutual agreement these dates may be extended.
4. The duties of the Joint Committee shall be as follows:
  - i) to study the University's existing Pay Equity Plan,
  - ii) to draft a Pay Equity Plan required to provide pay equity for Members since certification of the bargaining unit, specifically for 2004-2005 through to 2011-12, and to recommend the adoption of those revisions by the Parties,

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For Members' Review and Ratification  
Date: September 23, 2011

iii) to recommend any required pay equity compensation adjustments for current Members for 2004-2005 through to 2011-12, and

iv) to recommend to the Parties how the Pay Equity Plan should be maintained for the years following 2011-12.

4.1 Salaries used for pay equity analysis for 2011-2012 shall include any adjustments made for 2011-2012 under the 2011-2015 Librarian/Archivist Collective Agreement.

4.2. Any pay equity adjustments shall be reported for tax purposes and shall be pensionable, subject to the limitations and requirements of the Income Tax Act.

5. Each Party shall deliver its response to the final report of the Joint Committee to the other Party, and to the members of the Joint Committee, within three months of receiving the Joint Committee's final report.

5.1. If both Parties accept the recommendations of the Joint Committee, those recommendations shall then be implemented by the Employer within a further three months.

5.2. If either Party does not accept all the recommendations of the final report of the Joint Committee, the Parties shall enter into arbitration under the Grievance and Arbitration article of the Librarian/Archivist Collective Agreement in advance of any referral to the Pay Equity Commission.

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Aniko Varpalotai, Chief Negotiator  
The UWO Faculty Association

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Jennifer King, Chief Negotiator  
The University of Western Ontario

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Date

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Date

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For Members' Review and Ratification  
Date: September 23, 2011

## **LETTER OF UNDERSTANDING**

### **Workplace Climate**

Between:

The University of Western Ontario

(hereafter referred to as the "Employer")

and

The University of Western Ontario Faculty Association

(hereafter referred to as the "Association")

This Letter of Understanding forms part of the Librarians and Archivists Collective Agreement (July 1, 2011-June 30, 2015) for the life of that Collective Agreement.

The Parties agree that the Vice Provost (Academic Planning, Policy and Faculty) will convene a Joint Committee on Workplace Climate. The purpose of the Joint Committee will be to undertake a review of workplace climate issues pertaining to UWOFA-LA Members and the Employer, and to propose and implement agreed upon recommendations to improve the workplace climate for Western's Librarians and Archivists. The Joint Committee shall consist of three persons representing the Employer and three Members representing the UWOFA-LA Bargaining Unit.

1. The Joint Committee shall be established within 60 days of the ratification of the 2011-2015 Collective Agreement.
2. Meetings of the Joint Committee shall be chaired by the Vice Provost (APPF), Director of Faculty Relations or Associate Vice-Provost.
3. The first meeting of the Joint Committee will establish the parameters and timelines for the committee's work.
4. Included in the mandate of the Joint Committee will be the organization and facilitation of focus groups and individual interviews with UWOFA-LA Members, and others by invitation. Members will have the option to participate in one or both of these formats.
5. The focus groups and interviews will be conducted by a mutually agreed upon neutral external facilitator.

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6. The facilitator will arrange for focus group and interview meetings to take place as soon as possible, but no later than March 31, 2012.
7. The facilitator will prepare a confidential report for the Joint Committee’s review by April 30, 2012.
8. All Members are encouraged to participate; UWOFA-LA Members’ confidentiality and anonymity shall be protected throughout this process.
9. The Committee shall consider any and all issues raised by Members pertaining to Workplace Climate, including, but not limited to, concerns related to annual performance evaluation and assessment and workload issues.
10. The Joint Committee will issue its report and recommendations by May 31, 2012 to UWOFA and the Provost.
11. The Employer will provide written acceptance of the report and recommendations, including implementation plans to UWOFA within one month of the Joint Committee report.
12. Implementation of these recommendations shall be overseen by the Vice Provost (APPF), the Director of Faculty Relations or Associate Vice Provost.
13. Deadlines may be altered by mutual consent of both parties.

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 Aniko Varpalotai, Chief Negotiator  
 The UWO Faculty Association

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 Jennifer King, Chief Negotiator  
 The University of Western Ontario

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 Date

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 Date

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For Members’ Review and Ratification

Date: September 23, 2011