

YUFA Executive Officer Workplan 2013-14

President – Arthur Hilliker

- Perform the duties of President as outlined in the YUFA Constitution and By laws.
- Inform members of specific YUFA activities and facilitate participation in YUFA activities by members by meeting with units and other groups of YUFA members, as appropriate.
- Serve on Senate as YUFA Senator.
- Serve as Chief Fiduciary Officer of the Association.
- Continue to lead the three-member YUFA team representing the Executive for discussion of possible Pension Plan changes with the Employer. Work with our legal counsel and actuary and the other unions on pension issues and discussion of possible pension plan changes with the Employer.

Vice-President Internal – Mary Kandiuk

As per the YUFA By-laws, the Vice-President Internal:

- assists the President in ensuring YUFA's internal operations are running smoothly and in accordance with the Constitution and By-laws,
- recruits members to contribute to the Association,
- chairs YUFA's staff relations committee,
- is a member of Executive and Stewards' Council, and
- develops and carries out priorities and projects as part of the Workplan.

In addition to the above-mentioned duties, the activities of the Vice-President Internal will focus on the following priorities in the coming year:

Association Renewal / Building Participation in YUFA:

- welcome, inform and reach out to new members
- work to develop a strategy for membership renewal
- work to fill current and future vacancies on YUFA Committees

Election Policies:

- on the basis of the recommendations of the YUFA Elections Task Force establish election policies and procedures to be considered by the YUFA Executive.

Website:

- provide updates and greater access to information on matters of concern to members as relates to the portfolio and activities of the YUFA VP Internal.

Vice-President External – Craig Heron

The responsibilities of the VP External span a great diversity of issues and relationships. Like my predecessors, I will represent YUFA at many meetings of groups and organizations on campus and off, including OCUFA, CAUT, NUCAUT, Toronto and York District Labour Council, and the Ontario Federation of Labour. I intend to prioritize three issues:

1. Challenging “Austerity”

It is important for YUFA to raise questions and critique programs and policies that are intended to reduce the public resources made available for social expenditures such as education. My work on this issue will include:

- Working with OCUFA and CAUT on broad campaigns to resist cuts to education, research, culture, etc.
- Working with partners on a campaign for a higher minimum wage (which will have major implications for our students and their ability to afford a university education)
- Developing the capacity of our stewards network to respond to these challenges.

2. Responding to the Employer’s Budgeting and Prioritizing Initiative

The Provost and VP Finance have announced a major project to examine spending priorities at York. It is important for YUFA to be centrally involved in that process. I will concentrate on:

- Working with the Financial Information Subcommittee to open up the university budget to closer scrutiny
- Helping to develop a critical caucus in Senate to take up these issues (and others)
- Working with campus allies (unions, student groups, etc.) to expand our analysis of university financing and financial practices
- Working with the YUFA task force on a strategic vision for the university

3. Developing a YUFA Position on Campus Safety and Security

The issue of safety on campus is crucial to making this university a successful workplace and learning institution. It will be important to:

- Develop a thorough critique of the university’s record on safety and security, especially its implementation of the METRAC recommendations
- Work with campus unions and groups to develop a broad-based community response
- Work with off-campus community groups on these issues

Chief Stewards – Sheila Embleton and Penni Stewart

As the two Chief Stewards for YUFA, we work closely with the YUFA staff, especially Kristin Skinner. The work of the two Chief Stewards in the coming year will include:

1. Providing informal and formal advice to YUFA members in all contractually-related matters and representing members in meetings with the Employer.
2. Representing members in all stages of the grievance and arbitration process.
3. Alerting the YUFA Executive to potential policy grievances and carrying any such grievances forward.
4. Organizing and Chairing the meetings of the Stewards' Council and Grievance Subcommittee. In the coming year, Penni Stewart will Chair the Stewards' Council and Sheila Embleton will Chair the Grievance Subcommittee.
5. Participating in the work of the YUFA Executive, the Joint Committee on the Administration of the Agreement (JCOAA) and the subcommittees of JCOAA where appropriate. Both Chief Stewards attend Executive and this year, Sheila Embleton will attend JCOAA meetings.
6. Assisting units with all matters pertaining to the administration of the Collective Agreement from affirmative action to workload assignment.
7. Communicating regularly with stewards and YUFA members on matters relevant to the Collective Agreement or grievance work more generally.
8. Recruiting stewards and members of the Grievance Subcommittee, where needed. Working with Stewards on issues of interest to stewards and to provide stewards' education and training.
9. Participating in the OCUFA Grievance Committee and in OCUFA and CAUT events involving grievance and collective agreements.

Equity Officers – Ida Ferrara and Frances Latchford

The ongoing work of the Equity Officers involves regular attendance at YUFA's Executive Committee, Stewards' Council and General Membership meetings where we will maintain a watching brief on equity issues related to the Collective Agreement. In our role as Equity Officers, we will: address and act on equity issues that arise from YUFA business and the Collective Agreement, continue to investigate the relevant equity clauses of the Collective Agreements of other Canadian universities, as well as consult with CAUT. We will also research and propose, where relevant and appropriate, equity strategies that YUFA may wish to consider in the context of future Agreements at York.

We will meet with the Equity Subcommittee at least once in the Fall term, and possibly twice depending on business before the committee. With the approval this summer of a YUFA Task Force on Federal Equity Law Reform, the Equity Subcommittee, to which the Task Force reports, is likely to meet more often in the Winter term for discussions in relation to the work of the Task Force; the task force mandate is to consider options for YUFA's equity policy and develop equity proposals for the next round of collective bargaining that address recent changes in the language of Employment Equity Act as it regards the Federal Contractors' Program. We expect the Task Force to begin its work by mid-September as soon as its membership is

finalized; it will include at least one Equity Officer and another member of the Equity Subcommittee, and three other members.

In conjunction with the Equity Subcommittee, we will consider activities within the University that will enable us to communicate more effectively with various constituencies as it regards equity concerns to be taken up by YUFA and York now and in the future. For instance, we are proposing to the Equity Subcommittee the Queer Caucus suggestion that we develop an equity list-serve. We have also expanded on this idea and will further propose a YUFA member password protected bulletin board where members can dialogue and raise concerns that are not otherwise brought to the attention of the Equity Subcommittee via the Equity Officers, the Caucuses, or equity-related offices. With input and assistance from the Caucuses, we will aim to host a number of talks around caucus-specific and general equity issues. We have already had discussions within the Equity Subcommittee and are awaiting confirmation from the Caucuses about possible topics and dates in the Fall term. We will also approach the Equity Studies Program at York in hopes that faculty there might wish to give a guest talk or workshop.

We will work with various constituencies at York to advance and promote an intersectional approach to equity at York. We will do so, in part, by liaising regularly with equity-seeking constituencies like Access York. Building relations is an important part of our work and we will meet as needed with equity-related offices on campus (e.g., Centre for Human Rights, Affirmative Action Officer, etc.) in order to do so. Our involvement with the Caucuses will be appropriate to that desired by each Caucus, and we are excited to say that representatives from all four caucuses will sit on the Equity Subcommittee this year.

Frances Latchford will act as a member of the Joint Committee on the Administration of the Agreement (JCOAA). Ida Ferrara will sit on the Joint Subcommittee on Employment Equity if it is constituted.

Communications Officer – Nicola Short

In the coming year, I will continue to try to implement the platform for which I was elected to this position, which involves, *inter alia*: providing accessible information on how YUFA functions in practice, demystifying its work for members unfamiliar with its specific procedures; providing greater access to information on matters of concern to members in a clearer, issue-based format; providing a means for members to follow discussions of these issues in YUFA and at York more broadly; and creating a space for members to communicate interactively with each other and with the elected leadership of the Association.

My focus for accomplishing the remit above has been and will continue to be on the YUFA website. Just recently, a major technical challenge was overcome in creating password protected forums on the website for YUFA Members, the Stewards Council and Executive. (This development was slightly delayed due to delays in acquiring the membership list.) In the course of revamping the website, I have been developing a technical and style guide for staff and future communications officers: this work will also continue as the site is improved.

The next steps for the website in the coming year include, *inter alia*:

- refining the Members' forum interface to be more intuitive and user-friendly,
- finalizing existing pages that need to be updated in consultation with the appropriate staff and Executive
- members (e.g., materials pertaining to grievances, equity),
- developing new pages structured around a blog interface for staff and Executive members to post easily
- to pages dedicated to their remits,
- training staff on the website,
- developing a logical archive structure and finalizing the migration of the old site to the new site and
- developing new tools as requested.

Should the staff and Exec choose to improve record keeping, would be very happy to act as a technical point person for streamlining how membership records are handled, developing a grievance database, etc.

I will also continue to follow substantive issues of concern to YUFA members, especially relating to workload, copyright and collegial governance.

Treasurer – Danielle Beausoleil

I intend to continue to perform the regular responsibilities of the Treasurer which include preparing YUFA's annual budget and financial reports on the state of Association's finances, monitoring YUFA's financial position, providing financial advice on spending and investment matters and participating in the work of the Executive Committee.

I will continue to work with the President to ensure the responsible fiscal management of YUFA and the preparation of the proposed YUFA budget for 2013-14. I will encourage Executive officers to take the release time associated to their position in the year in which it is awarded rather than banking in order to reduce the total amount of outstanding banked release time.

Finally, for the 2013-14 year, I intend to work under the guidance of the auditor's recommendations arising from the YUFA Financial Statements of the previous year.

Recording Secretary – Heather Campbell

Per By-Law 14: Officers' Job Descriptions and Annual Compensation, my plan of work will include taking and preparing the minutes of Executive Committee, General Meetings, and meetings of Stewards' Council.