

## YUFA Officers Work Progress Reports 2017-2018

**President: R. Wellen**

For 2017-18 I have continued to fulfill my responsibility to coordinate the work of our Association. This has involved working closely with Executive Officers and staff to make sure YUFA's operations are conducted smoothly and in a way that is responsive and accountable to members.

Some of the key activities have included:

1. **Bargaining Preparation.** Much of the year was spent preparing YUFA's package of bargaining proposals that are being discussed by both parties at the table in the current round of collective bargaining. I worked with Executive, Staff, Stewards' Council to bring the package to members for approval in February. This effort was preceded by a series of nearly 20 consultations and meetings in individual units and Faculties during the Fall and early Winter term. Key issues include Equity, Compensation, Retirement, Benefits, Governance and Teaching Load.
2. **Pensions.** I consulted with members regarding the challenge of restoring an acceptable level of indexing for our pension plan as well as revisiting costly reductions to our money purchase pensions. These changes were initiated in 2013 in response to the employer's insistence that financial challenges to the York University Pension Plan required immediate attention. It is now evident that these challenges no longer exist and were almost certainly over-estimated. Working as co-chair of the AUPC and in conjunction with other campus unions we will be proposing ways of reversing these very costly reductions to our members' pensions.
3. **LTD.** In conjunction with our joint benefits subcommittee we are working on important updates to our LTD plan including indexing benefits, raising the benefits cap as well as minimums for past claimants.
4. **External.** I continued to participate in meetings of CAUT and OCUFA along with Terry Maley, YUFA's VP External.
5. **CUPE 3903 Strike.** During the prolonged CUPE 3903 strike I played a major role in YUFA's communications centred on challenging the employer's apparent refusal to bargain with the union and advocating for a compromise that could end the strike. At two membership meetings and two Stewards' Council meetings we devoted a considerable amount of time to consulting with members about the strike. I was a part of YUFA's team ensuring that our members' rights related to the remediation process are protected.

## **Vice-President Internal: M. Matesic**

Maura Matesic  
Vice President Internal  
Progress Report – April 2018

I have performed the duties of the Vice-President Internal as outlined in the YUFA By-laws including:

- Assisted the President in ensuring YUFA's internal operations are running smoothly and in accordance with YUFA's Constitution and By-laws;
- Recruited members to participate in Association activities and serve on YUFA committees;
- Chaired YUFA's staff relations committee;
- Co-chaired YUFA's Labour Management Committee;
- Participated in meetings of the YUFA Executive and Stewards' Council, the YUFA AGM, and additional GMMs held throughout the year;
- And welcomed new members and hosted a new members event in August 2017.

Over the course of the past year I have focused particular attention on:

- working with members of the YUFA Executive and staff to finalize a number of internal policies for YUFA including:
  - YUFA's Policy on Staff Impartiality in Elections,
  - Staff Communications with the Employer (York University),
  - Confidentiality Policy and Procedures,
  - Workplace Violence Policy,
  - Workplace Harassment Policy;
- continuing to manage the Time Off Management software to facilitate YUFA office processes and transparency;
- serving as a member of the Joint Health and Safety Committee during which time I completed training, became a Certified Worker Member of the committee, and conducted regular health and safety inspections of members work areas;
- serving on the Sabbatical Fellowships Adjudication Committee;
- serving as a Trustee of the YUFA Trust Fund;
- and working as a member of the Executive to finalize bargaining proposals.

## JCOAA/LRP Co-Chair: R. Tordoff

### JCOAA work in progress report 2017-2018

The following report offers a summary of the most significant business to come before JCOAA and LRP subcommittee in the year 2017-2018. More detail may be found in the monthly reports.

### Joint Committee on the Administration of the Agreement

#### Regular Meetings

1. 19 September 2017
2. 2 October 2017
3. 24 October 2017
4. 21 November 2017
5. 16 January 2018
6. 12 December 2017
7. 13 February 2018
8. 20 March 2018

#### Summary of Business

1. Communication of changes to research grants policies
  - a. YUFA asked the Employer to ensure that all policy changes to grants are communicated to grant holders in a timely and complete manner. In 2016 major changes to SSHRC grants made in November were not communicated to grant holders. The Employer agreed.
2. Home internet expenses
  - a. After removing the option for faculty to claim the full cost of home internet use, the Employer was persuaded to allow the use of PER to

reimburse up to 50% of all home internet charges, provided that the account is primarily used for teaching, research, and service purposes.

3. Academic freedom & grant applications
  - a. Following a complaint from a member in LSE, the employer was persuaded to agree that deans should under no circumstances make alterations to grant applications without the member's expressed consent.
4. Canada Research Chairs: new Affirmative Action Programme, Equity, Diversity & Inclusion
  - a. In September 2017, YUFA and the ER signed a Memorandum of Agreement on the hiring processes used in the summer to commence the search for Canada 150 Chairs. The Employer agreed that the matter should have been brought to JCOAA for approval.
  - b. On 4 October 2017, VPRI Rob Haché answered questions about the CRC Equity Program. The University was required to publish its guidelines in mid-December. Targets are 34% women (4 chairs to be filled), 15% visible minorities (less than 1 chair to be filled), disabled persons 4% (1 chair to be filled), and Aboriginal persons 1% (0 chairs to be filled). If the April and October applications are successful, it is likely that the visible minorities target will be met, but the target for women will still be 3 chairs short. The Aboriginal target is already satisfied. There are currently no CRCs identifying in the 'disability' category.
  - c. YUFA heard a presentation on the new CRC Equity Diversity and Inclusion plan from Professor Rebecca Pillai-Riddell on 12 December. The Association endeavoured to make suggestions but efforts were hampered by the very tight deadline of 15 December, when the plan was due to be sent to the federal government.
  - d. The Employer has undertaken to prepare a draft Memorandum of Agreement regarding the Canada Research Chairs Equity Diversity and Inclusion. The document is awaited.
5. New AA training and template
  - a. The Employer drafted a new, enhanced (including unconscious bias training) AA training plan, geared to achieve targets for hiring of AA groups. This was done without consultation with JCAA. YUFA alerted the Employer to this.
  - b. After pressure from YUFA, training sessions on AA (including enhanced training re: unconscious bias) were expanded from 15 seats to 18 and three new sessions added. The result was 72 new spaces for members requiring training.
  - c. YUFA reviewed the new JCAA report template and made a number of recommendations for alterations. A response is expected.

6. Employment Equity Data and Equity Self-Id survey
  - a. Under the terms of the Collective Agreement EE data is due to be delivered by November 1. In 2016-17, the data was not delivered until April. Following pressure from JCOAA, the data was received on 30 October.
  - b. The Employer agreed to send a joint letter with YUFA encouraging faculty to complete or update their responses to the survey. YUFA has asked for a draft. A response is awaited.
  
7. Revised Teaching Load Documents
  - a. Department of Chemistry
    - i. YUFA expressed the view that there is a coordinated effort to revise / update TLDs led by the Offices of Dean / Principal and that this undermines the collegiality of the process.
    - ii. After extensive discussion failed to resolve the issue, YUFA filed a grievance concerning the development of a new TLD in Chemistry. The document altered the workload in Chemistry and was not brought to JCOAA for approval (Art. 18.09).
    - iii. YUFA objected to a communication from the Office of Dean in LA&PS, inviting all units to submit new / revised / updated TLDs, with a deadline of 31 December 2017. There is no provision in the CA for the Dean / Principal to impose a deadline for receipt of a Teaching Load Document.
    - iv. In Lassonde, Earth and Space Science Engineering (ESSE) has had its documented edited by Interim Dean Hornsey. The revision sets workload for Alt-Stream faculty 'as specified in the letter of appointment.' YUFA pointed out that this opens the way to unequal workloads for different Alt-Stream appointments, which is unacceptable. A response is expected.
  
8. Renovations and Office Relocations
  - a. The Association noted that communication protocols for relocations set out in the 2007 *Renovation and Construction: Health and Safety* were not followed in recent cases. Affected faculty members did not receive proper notification (as set out in Appendix C of the *Handbook*) in a timely manner, nor were meetings arranged by the local area representatives (as set out in the flow-chart on p. 15 of the *Handbook*).
  - b. The Employer agreed to establish a side table to work on office relocations.
  
9. Health, Safety and Employee Wellbeing
  - a. Teresa DuCroix, Director HSEW, delivered a presentation on 24 October 2017 on the new structure of HSEW committees on campus. The current model of group-based HSEW committees is being changed to a structure of committees focusing on 'hazards', the primary feature of which will be the physical areas that the

representatives on the committee use. YUFA had no objections to the proposed changes.

#### 10. CLA renewals

- a. LA&PS implemented a new policy of requiring all units requesting a renewal of a CLA to undertake a review of the member's teaching including a classroom visit. The Association objected that the only current practice in which such visits are undertaken is in the T&P process.
- b. YUFA requested a letter from the Principal of Glendon College committing to requesting a tenure-track hire in 2018-19 to fill the long-running CLA position in French Studies. An email from the Associate Principal Academic, Ian Roberge, was received.
- c. YUFA objected to a proposed CLA renewal in International Development Studies (Social Science, LA&PS) and requested satisfactory evidence that the standard of the 'exceptional circumstances' required for CLA renewal under Article 12.07 had been met. To date, no response has been received.

#### 11. Alt-Stream Tenure and Promotions Document

- a. On advice from Senate T&P communicated in late 2016, YUFA has repeatedly expressed serious reservations about the current document, in particular the standard of the equivalent of 'excellence in teaching' as a minimum requirement for tenure.
- b. YUFA has repeatedly requested a side table to work on this long-standing issue. The Employer has repeatedly refused and expressed a preference to bring the matter to bargaining.

#### 12. GA & RA rates

- a. YUFA discovered that administrators in Lassonde had adjusted fellowship grants for graduate students in a manner that makes it difficult for grant holders to keep to their budget projections. When the amount of the fellowship grant is reduced by the Faculty, the grant holder is left to make up the excess from an existing grant. The Association suggested that the situation could be improved by having a joint committee set funding rates over longer periods, thus eliminating the difficulty of unpredictable annual adjustments made by faculties.

#### 13. Indigenous hiring incentive programme

- a. YUFA received the Annual report (due June 30<sup>th</sup>) on the incentive programme; it indicates that there have been full professorial stream hires in Social Work and Equity Studies; and searches in AMPD and Health are in progress.
- b. YUFA expressed concern that the programme will only receive funding from the Provost's Office for three years (2015-2018), due to the change to the new SHARP budget model. The Association's

understanding was that the incentive funding was ring-fenced and ongoing.

14. Learning and Teaching Fellowships: Faculty of Health

- a. On 12 December 2017, JCOAA heard a presentation from Associate Dean Parissa Safai on the proposed fellowships. The Association raised a number of concerns about how 'release from research and service' will be implemented, whether it will conflict with members' rights to apply for 18.15 research release, and how pre-tenured faculty holding these fellowships will not be disadvantaged in the T&P process. To date, no response has been received.

15. Article 18.15

- a. Following complaints from members, the Association has argued that a 0.5 release cannot be prorated in any case where a YUFA member's normal teaching load is 2.5; this includes IRL and maternity / parental leave. The issue remains under discussion.

16. College Masters

- a. The Employer proposed that the title 'College Master' be changed to 'College Head'. The Association had no objections.
- b. YUFA objected to advertisements for College Heads altering the term to three years from five. The Employer responded that the three-year appointments are an ad hoc measure designed to align the term with the term of the present Dean of LA&PS. The Employer agreed that the advertisements will not constitute a change in practice.

17. Gender salary gap

- a. YUFA requested the Employer carry out an analysis of salary and gender. The preliminary results were received in February. YUFA has requested further information.

18. JCAA side-table

- a. After difficulties with the involvement of JCAA in drafting the new AA training plan (see above), the Association suggested establishing a side table to discuss and formulate protocol for engagement between the Employer and JCAA. The Employer agreed. The side table was due to begin meeting in late February, but the CUPE strike caused the first meeting to be postponed.

19. Annual CV exercise

- a. The Association objected to the very tight timeline this year, which asked members on October 14 to send their CVs to the Dean's Office by November 1, so that Deans could respond to members' CVs. The anticipated response is a new feature of the CV call. The November 1 'deadline' (not mandated in the CA) was earlier than in 2016.

- b. YUFA requested that the Employer take steps to regularize the timing of the call and the period allowed for responses. The Employer agreed to a six-week period and a regular date of September 30 for the distribution of the call.

#### 20. New draft decanal search procedures

- a. YUFA received the draft document in February and made a number of recommendations about the proposed new Decanal Search Procedures. A response is awaited.

#### 21. New sabbatical leave templates

- a. YUFA objected to the new MachForms in LA&PS and AMPD. These were introduced without consultation.
- b. YUFA noted that the new MachForms are only suitable for professorial faculty; a different form will be necessary for Alt-Stream faculty.

#### 22. Outlook 365 and email privacy training

- a. YUFA has repeatedly drawn attention to the inadequate support and follow-up for faculty experiencing problems with the new email system.
- b. Patricia Lynch, Privacy Officer, is working on online training modules and in-person training sessions for faculty.

#### 23. Sexual Violence Response Office (SVRO)

- a. YUFA inquired on several occasions about the Employer's plans for training for faculty on the new Sexual Violence policy mandated by Bill 132. YUFA's view is that training is a statutory requirement under Bill 132 and that members have so far received no training, even though the Bill came into force on 1 January 2017. The Employer disputed that training is a statutory requirement, but agreed that training would be developed. Subsequently, YUFA received information about the new Sexual Violence Policy and copies of a draft document outlining the training plans for faculty members. The Association requested the Employer develop advanced training for faculty who wish to undertake it. Training is still under development.
- b. In March 2018, YUFA received a report that a faculty member had accompanied a student to the SVRO to make a 'disclosure'. The student was informed that no one would be available to receive the disclosure for three weeks due to staffing shortages. The Association reminded the Employer of their statutory duty to have a functional SVRO. A response is expected.

#### 24. YUFA bargaining

- a. YUFA served notice to bargain on 2 February 2018. Discussions continue over when and where (during strike action) the meetings will be held.

## Special Meetings

In addition to regular meetings, JCOAA convened three special meetings

1. 5 October 2017: Access Copyright appeal
2. 19 October 2017: YUFA drug card
3. 11 January 2018: Respectful Workplace, new draft policy
4. 14 March 2018: CUPE strike (via teleconference)

### 1. Access Copyright

- Maureen Armstrong and Patricia Lynch attended to discuss the University's appeal the judgement against the University in the Access Copyright case. The appeal will probably be heard in spring next 2018.
- In the meantime, the Employer advised all YUFA members to adhere strictly to the current Fair Dealing guidelines when copying material for teaching purposes.

### 2. YUFA drug card

- David Coward and Terisa DuCharme attended and agreed to arrange with Sun Life to disable the default generic substitution feature from the new health card until 1 January 2018. This means that for the rest of this calendar year the card will no longer force members and pharmacies to substitute a cheaper generic drug for a brand name drug wherever one is available. Members will be allowed to request brand-name drugs from their pharmacist if they choose.
- Furthermore, the Employer agreed that the full cost of brand-name drugs will be reimbursed and that the web and mobile platforms for processing claims would remain available to members.
- YUFA requested a meeting with representatives from Sun Life to discuss the functioning of the drug card.

### 3. Respectful workplace: new draft policy

- YUFA made a number of recommendations on the new draft policy (in particular, protecting academic freedom). To date, no response has been received.

#### 4. CUPE strike

- YUFA discussed issues relating to the strike action (ongoing at the time of writing).
- The Employer agreed – with great reluctance – to follow precedent in holding joint meetings outside picket lines.
- YUFA asserted the primacy of members' professional judgement in determining whether courses may or may not continue academic integrity during strike action, protested interventions on the part of deans in making these decisions, and drew the Employer's attention to difficulties with TIMS (the Teaching Interruption Management System) in accurately logging suspended courses.
- The Employer agreed to revise workplace accommodations for faculty on a case by case basis.
- The Employer agreed to follow established practice in allowing faculty to opt out of teaching evaluations for courses affected by the strike.

## LRP

### Regular Meetings

1. 4 October 2017
2. 9 November 2017
3. 21 November 2017
4. 11 December 2017
5. 12 February 2018
6. 12 February 2018
7. 20 March 2018

LRP discussed the following standing items on several occasions:

1. SHARP (*Shared Accountability and Resource Planning*) budget model
  - a. Budgetary assumptions under SHARP
    - i. SHARP changes budgets from the former 'incremental model' (i.e. budgetary allocations based on the accumulated experience of previous years) to one in which faculties receive funding in proportion to the revenues they generate.
    - ii. The original model for SHARP was based on enrolment projections under the previous phase of the SMA when enrolment growth drove budgetary expectations. With the new enrolment corridor, the old assumptions of growth must be revised since it is possible that the government will impose penalties for growth above the corridor. The VPFA commented that the approach is 'not to shock the system' by making large adjustments to budgets in the new climate until the conditions normalize.
    - iii. The 'hold harmless' principle (under which faculties posting a deficit will be allowed time to adjust to the SHARP model) will continue for the duration of SHARP phase 1 (2017-2020); it has not yet been determined whether 'hold harmless' will continue in SHARP 2.
    - iv. There is at present no plan to allocate resources to units smaller than faculties: i.e. revenues will be allocated to faculties based on the revenues they generate, but not to departments, programmes etc. Below the level of the faculty, resources will be 'collegially shared' based on the decisions of Deans.
  - b. University Budgetary Policy Committee (UBPC)
    - i. President, Provost, VPFA, VPRI, and three deans; decanal membership will rotate among faculties, with a dean from a large faculty, a medium faculty and a small faculty. Initial membership will include the Dean of LA&PS, the Dean of Science, and the Principal of Glendon College.
    - ii. YUFA asked for an independent seat for an observer; the President has decided not to include such a seat on UBPC.
  - c. Consequences of SHARP for collegial and interdisciplinary cooperation
    - i. YUFA suggested that SHARP has had unintended detrimental consequences for cooperation between different areas of the University (especially faculties) in teaching and research. SHARP creates a disincentive to share teaching or undertake cross-faculty teaching. This has an adverse effect on York's traditionally strong culture of interdisciplinary study and research.
  - d. SHARP review
    - i. SHARP will be reviewed in either 2019 or 2020. In the review issues such as the 'hold harmless' principle and unintended consequences of the new model will be studied.
2. Strategic Mandate Agreement: phase 2 (2017-2020)
  - a. Background

- i. SMA phase 1 (2014-17) ended on 1<sup>st</sup> April 2017. The 45 in Ontario were asked to submit their 'institutional priorities' for SMA phase 2 (2017-2020) to the provincial government's Ministry of Advanced Education & Skills Development (MAESD). Submission was made in December 2017 and the report published in January 2018.
    - b. SMA 2 and the new enrolment corridor
      - i. The new student enrolment corridor under SMA 2 allows for 3% deviation under or above its midpoint; enrolments above the corridor will not be funded.
    - c. SMA 2 and research metrics
      - i. Background: 'system-wide metrics' are set by MAESD; universities develop their own institutional metrics.
      - ii. York has adopted the following institutional metrics:
        - 1. Total graduate students;
        - 2. Province-wide share of Ontario graduate enrolments;
        - 3. Publication impact measured by Re\$earch Infosource;
        - 4. Field normalized Hirsch index (using HESA: Higher Education Strategy Associates): the 'Hirsch Index' is short for 'Hirsch-Index Benchmarking of Academic Research (HiBar).'
      - iii. YUFA pointed out a number of difficulties with the research metrics adopted by the University. They are focused solely on journal publications and therefore exclude books and book chapters, which are important fora for many academics at York. Moreover, Re\$earch Infosource does not include Humanities area journals.
      - iv. YUFA inquired whether budget allocations would be made on the basis of units' research metrics performance; the response was that this is under discussion.
3. Markham Centre Campus (MCC)
- a. MCC will be led by a new Deputy Provost Markham; YUFA has inquired about how this will be reflected in Appendix A: no definite response has been received.
  - b. YUFA responded to the Provost's Collegial Governance Options document, suggesting that treating MCC as a 'faculty-like entity' with guaranteed representation on Senate and its most important committees. No decisions have yet been taken.
  - c. Curriculum development for MCC: this is at a very preliminary stage. In February, the Provost was visiting faculty councils to provide information and hold discussions about MCC. Feedback from councils by March will help to shape the plans each faculty has for curricula offerings at MCC.
  - d. General Education at MCC: as of February, no decisions about the nature of GE at MCC had been made.
  - e. Bi-campus teaching: YUFA has asked on many occasions if faculty will be required to teach at both campuses. The Provost has responded that the preference will always be for transfers and assignments of teaching to be

voluntary: in short, the Employer will not commit to a framework of no bi-campus teaching.

- f. Cognate units at MCC: the fact that units at MCC will be part of units at Keele has implications for workload documents, T&P documents, and AA plans (i.e. units at MCC will be subject to the workload documents, AA targets, and T&P standards already in place in their cognate unit at Keele; these might or might not be appropriate). YUFA has repeatedly asked about these issues. The Provost has agreed to give serious consideration to how units at MCC will be able to develop their own AA hiring plans and T&P documents.
  - g. YUFA has repeatedly urged the Employer to give thought to how access to collegial governance and compensation for service will necessarily be more challenging for Markham faculty given the frequent need for them to travel to the Keele campus to attend council and committee meetings.
4. Libraries Restructuring
- a. The University Libraries are undergoing restructuring; the exercise is to be completed by summer 2018.
  - b. On 4 October 2017, Tom Scott and Catherine Davidson (Assoc. Deans, Libraries) answered questions concerning the restructuring of the University Libraries. YUFA received copies of the draft plan for the new departmental structures, but it was emphasized that these are provisional at this stage. The plans include a new Centre for Digital Scholarship, as well as units directing Teaching & Learning and Research.
  - c. Appendix P positions
    - i. The University Librarian brought forward a plan to revise Appendix P. The Association agreed to revise Appendix P to delete the old Category-10 positions in the Libraries and to record the new Libraries administrative positions in Category 7. The University Librarian has given an undertaking to review the stipends for the new administrative positions 18 months after the implementation of the restructuring exercise (i.e. around December 2019).
5. Faculty Blue: Merger of FES and the Department of Geography
- a. Restructuring is at a very early stage. There have been few substantive updates.
  - b. Urban Studies programme
    - i. YUFA noted that the draft Senate plan for the creation of Faculty Blue (summer 2017) contemplated from the outset degree offerings in the field of Urban Studies / Urban Planning as a core mission of Faculty Blue, yet members of faculty in the Urban Studies Program in Social Science are not represented on the steering committee. The Provost responded that their input had been sought but without success; she promised to extend the invitation to them to join the discussions once more.

In addition, the following items were discussed:

6. Project Benchmark

- a. Project Benchmark survey of university shared services (e.g. finance, HR, marketing etc.), was brought to LRP prior to the exercise beginning in November 2017. YUFA drew attention to the lack of consultation with Librarians / Archivists, who are a service as well as an academic unit.

7. Faculty of Graduate Studies Restructuring

- a. Current plans for FGS are moving away from the model suggested by the former Dean Barbara Crow a year ago: a central forum for the administration of Graduate Studies, esp. the so-called 'milestones' (i.e. comprehensive exams, thesis examinations etc.) in students' degree progress. Faculties have asked for a greater role in administrating graduate studies (especially in handling admissions and controlling curriculum) and for less centralization.

## **Chief Stewards: S. Embleton and A. Redding**

### **Chief Stewards – Sheila Embleton and Art Redding**

In 2017-18, we have, between us:

1. Consulted with, assisted, and represented YUFA members in contract-related matters: consulted with a large number of members with a variety of different concerns in areas such as tenure and promotion processes (including difficulties in advancing to candidacy, tenure denials and delays, difficulties in full professor cases including inability to assemble the requisite committees, files which wait a long time for the decanal letter of transmittal), dismissal, workload, teaching assignments, use of banked courses, how to make up courses owed or allegedly owed, sabbatical scheduling and pay, disputes over sabbatical credit, maternity and parental leave scheduling, requests for LOAWOP (leave of absence without pay) for various purposes, compassionate leave, inquiries about the salary anomalies exercise, disciplinary matters, research misconduct investigation, Appendix P stipend and release issues, Appendix O (graduate supervision credit), problems with research accounting and Concur, problems with grant administration, member-to-member disputes, transfers between units, cross-appointments, chilly climate and harassment issues and complaints falling under Appendix Q, various infrastructural support/working conditions issues, lack of office, unplanned and short-notice office moves, copyright, workplace accommodation, irrevocable reduced load, retirement benefits, early retirement. navigating IRL (irrevocable reduced load), sick-leave/long-term disability benefits, chair and master search process, decanal intervention in hiring processes (particularly in shortlisting and determination of conflict of interest), etc. We continue to support members named in the Access Copyright lawsuit against York University, and follow the case closely (e.g. part of a group seeking intervenor status in the appeal). Typically these issues are handled confidentially, without grievance (while protecting that option if needed); in many cases the advice provided has enabled the YUFA member to reach a satisfactory solution without further intervention from us, often without even a complaint stage meeting. There are however many complaint stage meetings. Sometimes the matter goes on to grievance, but may be resolved (with minutes of settlement) without any need for arbitration, or may be resolved as a mediation before arbitration. In addition, we worked on a number of policy grievances, bringing these to the attention of the YUFA Executive, who then voted to grieve on behalf of YUFA. Listing new as well as ongoing/unresolved policy grievances that began earlier, these included: copyright/document preservation, CV exercise and performance evaluation, workload for the alternate stream in units that didn't until recently have alternate stream, workload changes without proper process, CLA renewals for less than 12 months, severe reduction in GA support, etc. We also work with prospective members as they negotiate their letters of offer, and with continuing members as they move from CLA to tenure-stream status.

We also worked with the 8 CUPE conversion appointees, a process fraught with an erosion of previously granted rights, such as sabbatical before tenure.

2. Between grievance and arbitration there can be the Dispute Resolution Process, if both parties agree. In the past few years, the Employer has not wanted to engage with this option. This year we have laid some groundwork to use this process more frequently and have participated in several Dispute Resolution Committee Hearings.
3. Worked on several arbitrations resulting from grievances:
  - a) In the previous year, won a lengthy arbitration related to a tenure-denial, but loose ends continued to be tied up this year (now almost done).
  - b) There are several arbitrations underway (perhaps the most notable is around the withdrawal of GA support). We are returning to the arbitrator with respect to one arbitrated settlement from several years ago (Nursing workload). Even after arbitration, with a written document, we have to maintain a watching brief until our negotiated memoranda of settlement are implemented. (The same has recently proven true even of negotiated memoranda from grievances, which never went to arbitration.)
  - c) There are several further grievances (e.g. around alternate stream workload) which may proceed to arbitration in the coming months, or be withdrawn as a result of a negotiated Memorandum of Settlement.
  - d) We have applied for intervenor status at CUPE 3903's Unfair Labour Practices hearing on the severe reduction of GA positions. We have filed for intervenor status on the AA issues and other procedural problems arising from a hiring. (Also with others e.g. OHFA re Access Copyright, see above).

In our work described in (1), (2), and (3) we have worked closely with YUFA staff and several lawyers (Goldblatt Partners), and truly appreciate their knowledge, wisdom, and support. In particular we work most closely on the largest number of cases with Kristin Skinner. We do work on our increasing number of cases with other staff as well, Erin Black, Jeff Braun-Jackson, James Clark, and Sonja Killoran-McKibbin. We want to most sincerely acknowledge the huge support, wise counsel, and tremendous hard work, sometimes in quite difficult circumstances, from all the staff and GP over this past year.

4. Assisted with the work of Stewards Council
  - a) during discussions of members' concerns
  - b) providing reports and updates on grievances and areas of special concern or interest (e.g. Concur, 18.15 research releases, workload documents)
  - c) ratifying the election/appointments of members to various positions and subcommittees throughout YUFA
  - d) discussion of collective bargaining preparation.
5. Participated actively in regular meetings (every two weeks) and special meetings of the YUFA Executive.

6. Joined the Bargaining Priorities Committee; participated in Dispute Resolution Panels for 18.15 (research release).
7. Participated in meetings, caucuses and deliberations of the JCOAA, including its subcommittees such as on Long Range Planning.
8. Attended regular twice-monthly meetings and occasional extra meetings with YUFA staff and Leanne DeFilippis (Acting Executive Director, Faculty Relations) and Noura Shaw (Associate Director, Faculty Relations), at which we review concerns and grievances in an attempt to find quicker and less formal resolutions than full grievances. For the first time in 6 years, our ongoing list has shrunk ever so slightly, and we attribute this to Leanne having cleared up a number of items that were one iota from being wrapped up under former Executive Director Barry Miller.
9. Attended monthly meetings on Accommodations, until we rolled these back into the regular Complaints & Grievances meetings (see item 8). These meetings were a new initiative three years ago to try to deal expeditiously with members needing accommodations or having issues with medical leaves. We eventually concluded that our time was better spent elsewhere. It is still shocking how much time routine matters take to move forward on the part of the Employer and in particular the Employee Well Being office (EWB).
10. Attended meetings and workshops of OCUFA's Grievance Committee (twice per term); attended annual meeting of CAUT Grievance Officers; gave two CAUT Grievance Handling Workshops (helping train grievance officers at other institutions – Brock, Victoria) and one Equity Workshop (Ottawa).

Concerns:

- a) Rising number of files at all stages (inquiries, consultations, complaints, grievances, arbitrations). Length of time that files remain unresolved, leading to increased stress on members and compounding of the original issue (this was also a concern in at least the last four AGM reports)
- b) Number of members being called in for discipline or what is reasonably interpreted as discipline, often when the meeting agenda was something else or not announced; other aspects of the process also improper, such as not providing copies of written complaints or extreme delay in doing so (this was also a concern in at least the last four AGM reports)
- c) Rising number of problems with coming on/off sick-leave or LTD, receiving "bridging" salary while waiting for Sun Life to make its decisions about LTD, appeals of LTD denial, getting correct workplace accommodations, filling out EWB's forms. This is complicated by the ever-changing staff in EWB.
- d) Apparent lack of concern on the part of senior academic administrators for smoothly functioning labour relations. One indicator of this is the increasing desire (or even need) for faculty members to have a YUFA representative advise them first and then accompany them to any meeting with any senior

administrator or EWB, even for what used to be considered routine matters (this was also a concern in the last two AGM reports, but it is getting worse). Often YUFA members contact YUFA first, rather than the Employer, even for routine questions or matters where formerly no problems would have been anticipated – and this adds considerably to the workload of the YUFA staff and the chief stewards, and gives rise to a feeling that we are doing the Employer’s work for them.

- e) Not unrelated to (d)... Gradual erosion of collegiality, which manifests itself in various ways, from decanal interference in hiring, to a widespread tendency on the part of administrators to usurp powers nowhere explicitly granted to them, sometimes explicitly not granted to them, but against past practice of collegiality and reasoned collegial discussion. Some of the tensions we see playing out with respect to the role of Senate (and by implication, its subcommittees including Faculty Councils) in the current labour dispute are yet another manifestation of this same trend.
- f) Length of time that promotion or tenure-and-promotion files take, mostly because of the time waiting for the Dean’s letter of transmission, and in some cases failure to initiate the process in a timely manner. This is most acute in LA&PS.

There is a rising number of cases under harassment, with an ensuing formal (quasi-) disciplinary process (itself a problem) when such matters would have formerly been solved in less formal more collegial ways. Procedures are often not clear, and often the dean/associate dean involved has had absolutely no training in these kinds of investigation. It is often difficult to get a clear articulation of the “charges”, which delays meetings, and draws the timelines out, making it additionally stressful for all parties.

## **Equity Officers: F. Latchford and N. Mulé**

### **YUFA Equity Officer's Progress Report 2017-18**

In the 2017-2018 academic year the EOs (Nick Mulé and Frances Latchford) have pursued the on-going work of strengthening equity-related YUFA committees and equity-related joint YUFA-Employer committees to enhance organizational democracy, transparency and accountability to reinforce and enhance equity at York and within YUFA. A significant portion of the EOs' work this year has focused on the development of bargaining proposals in the context of ESC meetings, on-going caucus consultations, consultations with YUFA Executive, YUFA Staff and YUFA Chief Stewards, as necessary, and in drafting and fine-tuning YUFA's formal equity proposals for this round of bargaining.

#### Regular Work and Meetings:

In addition, the EOs have attended the regular meetings of YUFA's Executive Committee, Stewards' Council and General Membership Meetings, as well as any special YUFA meetings to conduct a watching brief with regard to on-going and emerging issues related to equity, the Collective Agreement and bargaining. The EOs have responded to issues and concerns surrounding equity as they have arisen in relation to day-to-day YUFA business, committee work, and consultation within YUFA (e.g., YUFA Executive, JCOAA, LRP, Equity Caucuses, Chief Stewards and YUFA Staff) and externally with CAUT and OCUFA.

#### Equity Subcommittee (ESC):

The EOs have worked in cooperation with ESC members and Equity Caucus Representatives to support, engage, raise awareness and enlist YUFA members in the interests and service of equity at York. The EOs and ESC have worked together to do so during 2017-2018 in the following ways:

- 1) The ESC has had 4 regular meetings this year. Here, the EOs and ESC members have developed equity initiatives and identified YUFA members' equity related concerns that have been, or are continuing to be, acted upon by the EOs, for instance, via and/or in conjunction with the appropriate committees on which they sit (e.g., ESC, Executive, the JCOAA, LRP, Stewards Council, etc).

- 2) The EOs' involvement with the Equity Caucuses has been appropriate to that desired by each Caucus; this year three of four caucuses appointed representatives to the ESC, and has lacked two members at large. The EOs have actively worked to engage and draw new members into these roles on the ESC (i.e., with regular calls to members and personal outreach, but the increased workload of members generally has frequently been identified by would-be ESC members as a significant obstacle to occupying these positions).
- 3) As anticipated, the EOs organized a successful and well-attended annual "equity caucus social" at the end of the Fall term: thanks to YUFA Staff for their work in aid of this event. The ESC had also planned an equity workshop on intersectionality in conjunction with CAUT, but it was necessarily postponed due to the strike. The EOs plan to return to this event in the Fall of 2018.

#### Communicating Equity:

The EOs have engaged in outreach to membership through events described above and/or through periodic reporting on equity news, issues and events via the YUFA newsletter or website as deemed necessary. Recent news is in the works with a focus on equity bargaining.

#### Bargaining:

Frances Latchford is a current member of the YUFA bargaining team, thus, the EOs remain in a strong position to advocate and ensure equity stays front and centre during bargaining, which has formally begun. The EOs' consultation work and drafting of equity bargaining proposals has been completed; the equity proposals have been formally approved by the caucuses, the ESC, YUFA Executive, Stewards Council and at the appropriate YUFA GMM; the EOs have consulted as necessary and appropriate with respect to equity bargaining, (e.g., Chief Stewards, YUFA Executive, YUFA Staff, OCUFA, including SWEC, and CAUT), and will continue to do so as appropriate.

#### Joint Committee on the Administration of the Agreement (JCOAA) & Long-Range Planning (LRP):

Nick Mulé has continued to sit as the EO appointed to JCOAA and LRP and has monitored on-going issues related to equity, such as the New Markham Campus, the Employer proposal of a new VP Equity, and has raised various and on-going equity

concerns with the Employer on the part of YUFA and the ESC. These concerns include the gender pay gap, accessibility issues with regard to the change in TTC services, the Self ID Survey, equity standards for both the CRCs and YRCs, etc.

OCUFA Status of Women and Equity Committee (SWEC):

Both Frances Latchford and Nick Mulé are current members of the SWEC. They have attended regular SWEC meetings throughout the year and participated in equity networking, consulting with EOs from other universities, as well as OCUFA. Frances also worked on the SWEC Award of Distinction Sub-Committee this year. The EOs have reported to YUFA Executive and the ESC on any and all relevant information gleaned from SWEC, for instance, as it has pertained to equity bargaining strategies or new and interesting equity initiatives or concerns, such as the success or failure of Equity VPs to realize equity at other institutions.

Finally, to advance and promote equity at York, the EOs have liaised, as necessary with: the YUFA Equity Caucuses, various equity-seeking constituencies, groups and/or organizations, and/or members with expertise in equity-related fields on campus, as well as with organizations off-campus, such as CAUT and OCUFA.

The Equity Officers would like to thank the Equity Caucuses and their representatives, YUFA Executive members, the Chief Stewards, and YUFA Staff for their work in conjunction with and in support of the work of the Equity Officers this past year.

Progress report respectfully submitted by Frances Latchford and Nick Mulé April 10, 2018.

**Treasurer: R. Grinspun**

**Work Progress Report – Treasurer**

YUFA's Treasurer plays a leading role in administering the finances of our union. Working with members of the YUFA Executive and staff, I monitor YUFA's financial position, ensure that funds are invested wisely, and provide regular spending updates. More specifically, since the start of my term, I have:

--worked with YUFA's auditor and staff to develop an ongoing monthly budget reporting structure in order to facilitate greater financial transparency for Executive decisions;

--provided regular financial updates for the YUFA Executive;

--reviewed the annual audit of our Association's accounts and worked with YUFA's President, staff, auditors and financial advisor to maintain our financial position;

--worked with YUFA's President and staff to prepare the annual budget for presentation to the membership;

--worked with YUFA President to address the financial sustainability of the Association and take action on a number of fronts to increase income and decrease costs.

In addition to my role as Treasurer, I have been an active member of YUFA's Labour Management Committee, participated in the work of the Executive Committee, engaged in a number of governance issues of the Association, served as one of YUFA's active senators, and helped frame YUFA's positions on broader York governance matters.

**Communications Officer: D. Khyatt (no report)**  
**Recording Secretary: M. Jacobs (no report)**  
**Vice-President External: T. Maley (no report)**