

JOINT COMMITTEE ON THE  
ADMINISTRATION OF THE AGREEMENT  
(JCOAA)

MINUTES OF MEETING HELD

November 21, 2017

390 York Lanes

2:00 p.m. – 4:00 p.m.

Association: Robert Tordoff (Co-Chair), Richard Wellen, Sheila Embleton, Paula Wilson, Sonja Killoran-McKibbin

Employer: Leanne De Filippis (Co-Chair), Alice Pitt, Norma Sue Fisher-Stitt, Noura Shaw

Chair: Leanne De Filippis

Regrets: Alidad Amirfazli, Ananya Mukherjee-Reed, Nick Mulé

### **Minutes**

The Association will review the draft minutes of the October 2<sup>nd</sup>, 2017 meeting. The Employer will provide the Association with its revisions to the June 2017 minutes and the draft October 24<sup>th</sup>, 2017 minutes.

### **CRC Equity, Diversity and Inclusion Plan**

The Employer noted that the plan will be available for distribution on or around November 27<sup>th</sup>, 2017. The Association queried whether there would be an opportunity for the university to revise its plan after the deadline of December 15, 2017. It is anticipated that R. Pillai Riddell will attend the next JCOAA meeting, or a separate meeting, to discuss the plan. The parties will finalize scheduling once the plan has been circulated.

### **JCAA Enhanced Training**

Additional dates have been added for the enhanced affirmative action training. Also, the number of participants per session has been increased from fifteen to eighteen individuals resulting in an additional fifty-four spots. The Employer will look into whether this is adequate and if additional sessions are needed. The parties agreed on the

importance of this training for individuals on hiring committees.

The Association suggested the parties review and discuss the role of the JCAA committee and noted a concern about the lack of communication to the JCAA committee. The parties agreed to continue discussions about this at the next Co-Chairs' meeting.

### **Teaching Load Documents**

The Association expressed concerns with the:

1. Extent to which the Deans' Offices have been directing the process of the revisiting and revising of workload documents by department/units (i.e. the standard of genuine collegiality);
2. Timelines that are being proposed for this exercise; and
3. Creation of new/revised documents which make substantial alterations.

The Association indicated that individuals from three Faculties have come forward with concerns and it appears that this might be the result of a coordinated effort on behalf of Deans' Offices.

The Employer followed up on the concerns raised regarding the teaching load document in the Department of Chemistry and will provide a memo in response. The Association stated its disagreement with the information provided and requested copies of letters of offer that reference teaching loads of 2.5 FCEs.

The Employer reiterated that, as noted in previous discussions, it was the colleagues who drafted and approved the teaching load document in the Department of Chemistry. Once approved by the colleagues, the document was then submitted to the Dean for his approval. These steps are referenced in the minutes of the departmental meeting, of which both parties have a copy, and in the Dean's memo.

The Association stated that the existing teaching load document identifies the normal teaching load to be an average of 1.5 FCEs in the Department of Chemistry, and not 2.5 FCEs. The Association further stated that past teaching load reports show no evidence of a 1.0 release for research activity, as referenced by the document. The Association reiterated its view that the exercise appeared to be driven by the Dean's Office and not the colleagues and that colleagues had referenced that the unit's draft had been submitted to Faculty Relations and returned with significant revisions. With respect to the content of the document, the Association expressed concern about the reference to Tenure and Promotions criteria in determining teaching load and the suggestion that the T&P adjudication committee would somehow be involved in interpreting the criteria to determine the teaching load of colleagues.

The Employer stated that there is no evidence of the Dean's Office forcing this process on the colleagues. The Employer also noted that the document makes reference to the fact that it is consistent with the current practice and clarifies the current practice. The

Association remarked that this seems a curious view to adopt when the Department of Chemistry's document has the phrase 'Revised Practices' in its subtitle. The Employer indicated that it would follow up on the extent of involvement from the Department of Faculty Relations.

The Association raised concerns regarding the Dean's invitation to the colleagues in LA&PS to submit new documents by December 2017. It was noted that this exercise is following article 18.08.1 which states that following ratification of the collective agreement, the units will provide updated teaching load documents. The Association acknowledged the requirements under this Article and indicated that the main concern was the tight timeline for the request. The Association also stated that the colleagues in Lassonde expressed the same concerns.

### **Renovations and Office Relocations – JHSC Protocol**

The Association expressed concerns with the lack of communication around renovations and office relocations in both York Lanes and in the Atkinson Tower and asked that CSBO follow the established JHSC protocols, especially in relation to the usage of forms and following timelines (see attached document). The Employer offered to arrange a meeting with CSBO and acknowledged that there should be better communication.

The Association indicated that, a few concerns notwithstanding, there was a good plan for the renovations evolving in the Farquharson building. The Association also noted that the scope of the projects needs to be assessed as well as the impact on individuals. For instance, pre-tenured faculty members who were impacted by the Farquharson renovations were offered the option of a stop-out. The same consideration should be given to anyone impacted by current and future moves.

### **CLA Renewals and Teaching Evaluations**

The Association expressed concern regarding a communication that went out to Chairs in LA&PS. The communication asked Chairs to indicate whether they wish to renew the contract of current CLAs. It was noted that the collective agreement indicates that CLAs can only be extended in exceptional circumstances. Concern about last minute in-class visits for teaching evaluation was also raised.

The Employer indicated that the notion of CLA renewals being subject to evaluations was the subject of discussion at C&G meetings in 2013. At that time, the issue under discussion involved all CLAs being evaluated; the practice was amended such that a teaching evaluation would be required only for CLAs being renewed.

The Association disagreed and stated that it views this as an intrusive practice for the most vulnerable members and potentially represented an issue of academic freedom. The Association also queried whether the exercise was being undertaken in other faculties. The Association further cited that the grounds for CLA renewal as per Art.

12.07 are exceptional circumstances, not an assessment of the member's teaching. The Employer stated that it would follow up on the concerns raised.

### **Glendon Computer Renewal Program**

The Association queried how the new practice ties in with article 18.38. The Association indicated that while it appreciates that the new program can lead to large financial savings, it expressed its dissatisfaction with:

1. The extension of the renewal program from three years to five years, especially as warranty periods are generally 3 years;
2. The grand-parenting of existing members and the application only to new members, which suggests that the change is based on a financial impetus rather than technological change; and
3. The lack of communication around the change in process with the colleagues, as it is retroactive to 2016; the Association believes the change should only be applied from the date the matter is finally dealt with at JCOAA.

### **Alt-Stream Tenure and Promotions Document**

The Employer is reviewing the documents submitted by the Association and will follow up accordingly.

The Association stated that it believes that there is overlap of this topic from a labour relations and Senate stand point. As such, it was indicated that the colleagues may end up taking this issue to Senate if they feel that it is not being appropriately addressed at JCOAA.

### **Prescription Drug Coverage**

The Association has remaining concerns regarding the drug card and will follow up with the Employer with suggestions about how the concerns might be addressed. The Association requested a meeting with a representative of Sun Life to discuss the ongoing difficulties created by the introduction of the drug card.