

JOINT COMMITTEE ON THE
ADMINISTRATION OF THE AGREEMENT
(JCOAA)

MINUTES OF MEETING HELD
June 14, 2013.

390 York Lanes

Association: John Amanatides, Brenda Spotton Visano (Co-Chair), Sheila Embleton, Leslie Sanders, Ida Ferrara, Heidi Bishop

Employer: Barry Miller (Co-Chair), Alice Pitt, Harvey Skinner, Hyacinth James

Chair: Brenda Spotton Visano

Recording Secretary: Hyacinth James

Regrets: Don Hastie

Minutes

The Minutes of May 3rd were approved

LRP

Employee Engagement Survey

Vice President Academic and Provost Rhonda Lenton attended the JCOAA to present and receive feedback on the results of the faculty members' employee engagement survey.

The Employer distributed two documents: the *Summary of Institutional 2012/2013 Employee Engagement Survey Results* and *York University YUFA 2012 Survey Results*. R. Lenton gave an overview of the Institutional results including the purpose of the survey, the rationale for the selection of a third party independent firm to conduct the survey (Metrics @ Work), their employee engagement model, engagement drivers, strengths and opportunities for improvement and next steps. The overall response rate of 30% was within the range of expectation for a first survey in comparison to the experience of other universities and colleges. R. Lenton highlighted the "three takeaways" from the survey identified in the summary of institutional results:

1. In the case of organizational engagement, a percentage of 63.6% is a positive result – i.e., the level of engagement falls, on average, in the category of "somewhat agree". Nevertheless, in comparison to the other PSE (albeit a small group), and to the larger comparator group of all institutions, York is somewhat below the average engagement score.
2. In the case of the Work/Role Engagement index, York has a strong positive result, that is, York employees, on average, agree with the statements that measure role/work engagement. York is better than average compared to all companies on role/work engagement and essentially *on par* with other HE institutions.

3. Staff scores are higher than faculty in the case of organizational engagement (67.5% compared to 55.4%) whereas in the case of Role/Work Engagement, the reverse is true (staff average was 72.9% compared to faculty at 78.2%).

The next steps include engaging staff and faculty in developing solutions to address areas for improvement while capitalizing on areas of strength both at the institutional and local workplace levels. In addition, an action plan will be created to monitor progress on recommendations in applicable Integrated Resource Plans. It is anticipated that another survey will be conducted in three years with a pulse survey potentially before that.

B. Miller highlighted the specific faculty survey results from the *York University YUFA 2012 Survey Results* document and enquired from the Association whether the results resonated or differed from anything they have heard from their members.

B. Spotton Visano thanked R. Lenton for attending the JCOAA and expressed support for the Employer's objective in building a stronger workplace. She also stated that the Association is focused, at the moment, on looking into the consistency of a survey with the collective agreement.

B. Spotton Visano sought clarification on the level of disaggregation of results particularly in regard to the results shared with the Deans. She questioned the previously given commitment of the Employer to share the results of the survey with the Association first before sharing with others. She also expressed concern about the disaggregation of results at the department level which, she stated, could be construed as implicating the performance of individual Chairs. As a result, sharing the results with the Deans was of extreme concern to the Association.

R. Lenton explained that the Employer considers Deans part of the senior leadership and their input was sought in regard to the roll-out of the results to employees. Not all Deans of Faculties with departments received department level results. They either did not request this level of disaggregation or the number of responses from individual departments was too small to allow for disaggregation to this level. It was decided that the results would be disaggregated to the level of Faculties but not to the level of departments in the reports provided to employees. R. Lenton indicated that the department-level results were being retrieved from the Deans and noted that the results were in no way intended to bear on or be used for the assessment of individual employee performance.

The Association expressed the view that the department-level results should be shared with the Chairs since the results have been shared with the Deans and indicated that they would take the information provided by R. Lenton back to the Executive Committee. B. Spotton Visano made specific reference to the Collective Agreement provision pertaining to anonymous data.

The Association also commented that the survey did not seem to have questions that identified among the senior academic leadership.

R. Lenton indicated that there was room for improvement, that it was the first survey and there was opportunity to make the next survey more productive.

In response to a question from the Association on whether the Employer would use the same survey company again, R. Lenton responded that the university will seek input on the process, questions and content from all groups before making a decision.

The Employer indicated that it welcomed further discussion with the Association regarding the survey.

Inclusivity and Diversity Survey Recommendations Document

On behalf of the YUFA Equity Subcommittee, Ida Ferrara gave a brief overview of the Subcommittee's May 29, 2013 memorandum containing recommendations and comments in response to the JCOAA's *Inclusivity and Diversity Survey (2009/2010) report*. She indicated that the recommendations are intended to engage discussion on equity and emphasized the importance of an institutional response with support from the President and the allocation of resources in support of equity.

I. Ferrara also drew attention to the motion put forward to JCOAA that the parties agree to the inclusion of a welcoming statement in regard to gender diversity in advertisement for full-time faculty appointments. The Association also indicated its intention to forward examples of welcoming statements in job advertisements to B. Miller.

The Employer will respond to the Association on the recommendations and motion.

JCOAA

PTR Withheld

The Association cited instances of errors by the University in the implementation of the new language in the collective agreement by which the annual PTR increment may be withheld in cases where faculty have not submitted an updated CV by May 1st. These examples included the provision of little advance notice (12 hours in some cases) to faculty whose PTR was being withheld in the May pay thus giving no time to correct the error or address the situation; withholding of PTR when it should not have been withheld; an absence of communication for 5 days to those faculty whose PTR was mistakenly withheld; and the absence of reminders to submit an updated CV to those faculty whose PTR was mistakenly withheld. The Association also expressed concern that communications relating to the withholding of PTR appeared in some instances to come from a staff member rather than from the Dean and that some Deans appear to hold the incorrect view that PTR increments are discretionary.

The Association provided suggestions for next year's exercise:

That notice be provided on April 1st to faculty who have not yet submitted an updated CV and the list of such faculty be provided to the Faculty Association;

That the list of faculty who have not submitted an updated CV be updated by no later than May 8th and that the faculty on the list be provided a further notice with a copy of the updated list also provided to the Association.

That it may be necessary for accommodation for members on sabbatical receiving email reminders due to the possibility mymail may have reached capacity.

That the University send reminders to those going on sabbatical at the same time that the reminders with respect to pension contributions are provided to them.

That faculty be reminded of the need to submit an updated CV in the Dean's letter confirming upcoming sabbaticals.

The Employer responded that the process is being reviewed and it will get back to the Association.

Appendix P

B. Miller reported the data previously provided did not capture institutional releases.

The Association indicated a different format for the data would be helpful and noted there were still omissions and reconfirmed a request for all course releases.

It was agreed that the Employer will meet with the Association to go through the available course release data to identify the relevant information.

Teaching Load Documents in Fine Arts and Glendon

B. Miller tabled the Fine Arts document and indicated that he has followed up with the Glendon Principal.

LRP

E-Learning Update

B. Miller tabled an update from Associate Vice President Sue Vail on the E-Learning Strategy recommendations and indicated that S. Vail will be pleased to attend at JCOAA meeting in the fall.

Other Business

Sub Committee on Course Evaluation

B. Miller reported that the Joint Committee on Course Evaluation has begun meetings and would like to present an update to the JCOAA in the Fall. Based on an enquiry from the Association, B. Miller stated that Senate does not approve course evaluation questions. He noted that the report of the Sub Committee on Course Evaluations will first be provided to JCOAA for approval of the course evaluation questions, which will then be conveyed to the Provost.

Update on YRC program

B. Miller confirmed that the program will not be implemented in July as earlier proposed. Additional consultations, including visits to Faculty Council by the VPRI, will occur in the Fall and it is anticipated that the VPIR and the Provost will attend at a JCOAA meeting following the Faculty Council visits.

Update on College Initiatives

H. Skinner confirmed Martha Rogers, Master of Stong and Suzanne McDonald, Master of Calumet and indicated there would be further discussion in September. The Association confirmed understanding there would be two functioning offices.

LA&PS Teaching Practices Document

The Association stated that at present it believes that the revised Teaching Practices document is not being implemented in the spirit intended. Despite best efforts and intentions the parties have been unable to achieve agreement on the revised document.

Change in membership – YUFA

YUFA announced that this meeting was the last for Ida Ferrara and the Committee thanked her for her contributions to the Committee.

The Meeting was adjourned for the summer.