

JOINT COMMITTEE ON THE
ADMINISTRATION OF THE AGREEMENT
(JCOAA)

MINUTES OF MEETING HELD
October 12, 2012

YORK LANES, ROOM 390

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

Employer: Barry Miller (Co-Chair), Hyacinth James

Chair: Brenda Spotton Visano

Recording Secretary: Hyacinth James

Regrets: Martin Singer, Alice Pitt, Rhonda Lenton

JCOAA

1. Minutes

Minutes of January, February and March were approved.

2. Workplace Harassment and Workplace Violence Policies and Prevention Programs - records relating to complaints.

Further discussion took place regarding possible sites for storage of confidential material related to complaints under the two programs. The Faculty Association had expressed concern about the storage of such information in Deans' Offices and the Employer suggested the Office of the Vice-President Academic and Provost or Faculty Relations as possible central sites.

The Faculty Association indicated that it would consider the suggestions and would respond.

3. I&D Survey Report

B. Miller reported that the Employer agreed with the suggestion raised by one of the YUFA representatives on the survey working group that a meeting be held by the working group to complete the report. He indicated that there should be little work left to do to complete the report and that it should be provided to JCOAA no later than December. B. Miller also expressed appreciation for the contributions which Ida Ferrara, a YUFA representative on the working group, has made to the report.

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4. Merit Exercise

The Employer confirmed that the Associate Dean on the merit advisory committee in LA&PS is a non-voting, ex officio member.

The Union expressed concerns about the inclusion of an Associate Dean on a collegial committee when the committee's role was to make recommendations to the Dean. The Employer noted that some Faculties have used a standing committee whose membership includes an Associate Dean as the merit advisory committee since the inception of the merit program under Appendix M.

The Employer indicated it would follow up with LA&PS to request that the Associate Dean on the committee be identified as a non-voting member in any listing of committee members.

5. Elimination of Per Diem

The Employer provided an overview of the context for the University's decision to eliminate per diem claims. In the context of the requirement to eliminate per diem claims in the case monies subject to the Broader Public Sector Accountability Act, the University made the decision to eliminate per diem claims in all circumstances to avoid the need to monitor and administer two separate processes for reimbursement for meal expenses depending on the source of the monies involved. The Employer noted that there was no change to the long standing practice of reimbursing claims for which receipts have been lost with submission of a signed affidavit.

The union expressed concern about not being consulted on across-the-board elimination of per diem claims. In addition, the Union expressed the view that while a uniform approach to the processing of reimbursement for meal expenses may make sense from an accounting perspective, this approach may be disadvantageous for researchers, especially those conducting work in areas where receipts cannot be obtained or easily obtained.

The Employer commented that it was mindful that this JCOAA meeting provided the only opportunity for Committee to discuss this item prior to the announced implementation date of November 1st and that the implementation would be postponed until December 1st to allow further discussion. The Faculty Association queried whether the implementation date could be extended until January 1st, and the Employer indicated that it would consider the request and respond.

The Faculty Association requested that the Employer reconsider its decision to implement an across-the-board elimination of per diem claims, and the Employer indicated that it would get back to the Association.

The Employer also noted that it would continue to work with other offices on the importance of providing advance notice of intended changes in practice to allow sufficient opportunities for the parties to discuss prior to implementation.

LRP

6. New Faculty of Engineering

B. Miller provided an update on the number of responses to a letter sent to faculty in Computer Science and Engineering and Earth and Space Science and Engineering asking for confirmation of whether they are intending voluntarily to transfer their appointment to the new

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Lassonde School of Engineering. The Employer reiterated its expectation that transfers of appointment would be resolved collegially without need of involuntary redeployment.

The Faculty Association raised the question whether a grand parenting arrangement would need to be established regarding tenure and promotion. It was agreed that the employer would confirm the number of probationary faculty who will be involved in the transfer to the new Faculty and the parties would take up the issue of grandparenting if required. The parties also agreed to maintain the new Faculty as a standing item on the JCOAA/LRP agenda.

7. Discussion of major issues

The employer noted that in discussion at a previous JCOAA meeting, the parties had expressed an interest in taking up major issues and was bringing forward the topic to start identifying possible issues for discussion. It was noted that a number of issues are emerging and that it would of value for the parties to be ahead of the issues in their discussions rather than to be simply reacting to them. The parties discussed a list of possible issues and raised the possibility of having a set of standing items for which regular updates from the Deans and other members of the senior administration could be provided.

8. Follow up

The YUFA Co-chair expressed the importance of timely responses in the provision of materials requested through JCOAA and the Co-chairs meetings, and asked for an update on when an institutional definition of post doctoral fellow might be provided in advance of the planned compilation of the list of Post Doctoral Visitors in November for implementation of the Post-Doctoral Visitor category in the payroll system effective January 1st. The Employer indicated that a meeting had been held with the Vice President Research and Innovation and Associate Vice President Graduate to discuss the definition and that a definition based on that meeting would be provided to the Association.

The Faculty Association also conveyed frustration on the part of some faculty regarding reported experiences of a lack of response from the Dean's Office to individual queries, some of which are time-sensitive. The Faculty Association indicated that the concerns were arising from several Faculties.

The Employer Co-chair indicated that it would convey the Faculty Association's concerns.

Meeting was adjourned