

YUFA OFFICER REPORTS

President – Arthur Hilliker

I fulfilled the objectives of my 2013/2014 Work Plan.

- I performed the various duties of President as outlined in the YUFA Constitution and By-laws and facilitated and ensured the effective conduct of all YUFA's affairs.
- Informed members of specific YUFA activities and facilitated participation in YUFA activities by members by meeting with members and with groups of YUFA members, as appropriate.
- Served on Senate as YUFA Senator.
- Served as Chief Fiduciary Officer of the Association.
- Brenda Spotton Visano and I led the four-member YUFA team representing the Executive for discussion of possible Pension Plan changes with the Employer related to the Plan's solvency. Worked with our legal counsel and actuary and the other unions on pension issues and discussion of possible pension plan changes with the Employer. Achieved an agreement with other York unions to have a united voice in negotiation of pension plan changes. This group, YUPG, adopted a common set of proposals for pension plan change based on costing analyses by YUFA's actuary and on our legal advice. Recently we concluded an agreement on pension plan changes with the Employer.

YUFA Vice-President Internal Workplan Progress Report 2013-14 - Mary Kandiuk

Executive and Stewards Council

- I substituted for the President as Acting President as necessary. I attended YUFA Executive and Stewards' Council meetings and participated in the work of these bodies. I attended YUFA General and Special Membership meetings.

Personnel Committee

- I handled Personnel issues as they arose and called meetings of the Staff Relations Committee as necessary. I reported to the YUFA Executive Committee under the Personnel Committee Report as required. I chaired the Staff Relations Committee which oversaw the hiring of two YUFA Executive Associates, Andrea Harrington and Jeff Braun-Jackson, to replace long serving staff members Brenda Hart and Heidi Bishop. I would like to take this opportunity to acknowledge the significant contributions and immeasurable dedication of Brenda and Heidi to YUFA over these many years.

Nominations

- I worked with YUFA staff and other members of Executive to recruit members to fill vacancies on the committees and subcommittees of YUFA. It continues to be challenging to recruit members for YUFA committees and subcommittees despite numerous calls for volunteers via YUFA-M.

Returning Officer

- I served as the Returning Officer for YUFA elections and votes from June-December. Overseeing the Officer elections precluded the development of election policies and procedures, a task which will fall to the incoming Executive.

YUFA Vice-President External Work Plan Progress Report 2013-14

Craig Heron

Human Rights

I spearheaded YUFA's response to the jailing of our member John Greyson and his colleague Tarek Loubani. Specifically I linked us to a LabourStart campaign that generated a flood of support for their release, and organized a Day of Concern at York.

Prioritization

Through my membership on Senate, I have been able to develop and distribute a critique of the theory and practice of program prioritization in post-secondary institutions and to organize a group of concerned Senators at York to raise questions and pose alternatives to the process that has been launched here by the employer. The critique I wrote of prioritization exercises has been distributed across the province. I participate in monthly conference calls with faculty associations across the province facing this issue, took the lead in organizing a well-attended forum on program prioritization on 25 March, and will be a guest speaker on this subject at the CAUT Council meeting in May. I am also a member of the YUFA Task Force to Prepare a Strategic Vision for the University.

Safety and Security

I serve as a member of the Community Safety Council and that body's Safety Audit Subcommittee. I work on developing a distinctive YUFA policy on campus safety and security.

Defending Science

On behalf of YUFA, I participate in the organizational and educational work of Scientists for the Right to Know.

Liaison

I meet with other unions and campus groups to explore issues of common concern, including more financial information from the employer, a higher minimum wage, teaching-stream appointments, safety and security, a student centre, and a faculty club. I also participate in meetings of the Community Projects Committee.

Building a Knowledge Base in our Association

I make an effort to keep our stewards and executive members well aware of new reports, articles, and other pertinent documents on current issues in post-secondary education, as well as new developments at other institutions.

Routine Work

I attend YUFA Executive, Stewards' Council, Labour-Management Committee, and General Membership meetings; OCUFA Board meetings and conferences; CAUT Council meetings; and meetings of the Toronto and York Region District Labour Council, the Ontario Federation of Labour, and the Canadian Labour Congress.

I have fulfilled the routine responsibilities associated with the duties of the Treasurer. In consultation with the President, I have monitored YUFA's financial position, provided financial advice regarding spending, ensured that the Union's funds were invested wisely as well as prepared YUFA's financial reports. In responding to the Auditor's report, I have facilitated the auditor's recommendations with respect to the previous year's budget and more precisely I have taken steps to ensure that the regular financial updates made to the YUFA Executive are formally recorded in the minutes of the meetings.

In order to respond to the comments made by the auditor and the Trustees regarding the need to control the financial liability created by the current By-Law that allows officers to defer release time in the future with no time limit, I have followed up on a stratagem voted in the Spring of 2013 by YUFA Executive and I have encouraged Officers to take their banked course release time by 2017. I fully support the amended By-Law on Release Time proposed by the Sub-Committee that has reviewed our current Constitution and By-Laws because it provides reasonable solutions to address adequately the recommendations made repeatedly by the Auditor and the Trustees.

The President and I also responded to the call made by the YUFA Trustees to meet and discuss our financial situation. In addition, in order to ensure smooth transition with the new YUFA Executive, we have invited the recently elected Treasurer to meet and familiarize herself with the budget we are preparing for approval by the membership in April.

Chief Stewards – Sheila Embleton and Penni Stewart

In 2013-14, 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 concerns in areas such as tenure and promotion processes (including tenure denials), workload, teaching assignments, use of banked courses, sabbatical scheduling, maternity and parental leave scheduling, requests for LOAWOP (leave of absence without pay), compassionate leave, disciplinary matters, multiple Appendix P stipend and release issues, problems with research accounting, difficult/disruptive students, member-to-member disputes, faculty transfers, cross-appointments, chilly climate and harassment issues, various infrastructural support/working conditions issues, copyright, workplace accommodation, irrevocable reduced load, retirement benefits, sick-leave/long-term disability benefits, chair selection process, decanal intervention in hiring processes (particularly in shortlisting and determination of conflict of interest), etc. Typically these 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. Sometimes the matter goes to grievance, but may be resolved (with minutes of settlement) without any need for 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. These included: employee engagement survey, YUFA-E holding Appendix P positions, denial of Appendix P position to CLA and pre-tenure members, copyright/document preservation, CV exercise and performance evaluation, workload for the alternate stream in units that don't currently have alternate stream, etc.
2. Between grievance and arbitration is the Dispute Resolution Process. This year we participated in two Dispute Resolution Committee Hearings.
3. Worked on several arbitrations of grievances:
 - a) Social Work hiring (settled with MOS)
 - b) Nursing class size (settled with MOS)
 - c) multiple grievances related to tenure denials (one subsequently received tenure and promotion; one received a longer terminal period and a fresh consideration; several still in progress)
 - d) multiple policy grievances related to tenure and promotion.

In our work described in (1), (2), and (3) we have worked closely with YUFA staff and lawyers (Sack Goldblatt Mitchell), 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 an increasing number of cases with other staff, Sue Levesque, Andrea Harrington, and Jeff Braun-Jackson, and of course former staff members, now retired, Brenda Hart and Heidi Bishop. We want to acknowledge the huge support and tremendous hard work from all the staff over this past year, especially as many are new and the learning curve, successfully mastered, must have been daunting.

4. Chaired meetings (until March 7, when the chairship passed to the elected representatives of Stewards Council to Executive, on an alternating basis) and expedited the work of Stewards Council
 - a) during discussions of constitutional and by-law change
 - b) during discussions of members' concerns

c) providing reports and updates on grievances and areas of special concern or interest (e.g. Academic and Administrative Program Review, religious accommodation)

d) ratifying the election/appointments of members to various positions and subcommittees throughout YUFA.

5. Participated actively in regular meetings (every two weeks) and special meetings of the YUFA Executive; participated in beginnings of contract review process in preparation for bargaining a year from now.
6. Participated in meetings, caucuses and deliberations of the JCOAA, including its subcommittees such as on Long Range Planning.
7. Participated in a JCOAA side table discussing the impact of new requirements relating to workplace harassment and violence.
8. Liaised with CUPE re possible minor changes to Appendix Q procedures.
9. Attended regular monthly meetings and occasional extra meetings with YUFA staff and Barry Miller (Faculty Relations), at which we review concerns and grievances in an attempt to find quicker and less formal resolutions than full grievances.
10. Attended meetings and workshops of OCUFA's Grievance Committee (twice per term); attended annual meeting of CAUT Grievance Officers.

Concerns:

- a) Rising number of files at all stages (inquiries, consultations, complaints, grievances, arbitrations) (this was also a concern last year)
- b) Length of time that files remain unresolved, leading to increased stress on members and compounding of the original issue (this was also a concern last year)
- c) Number of members being called in for discipline or what is reasonably interpreted as discipline, often when 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 last year)
- d) 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 EWO's forms.
- e) 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 EWO, even for what used to be considered routine matters.

Executive Officers' Workplan 2013-14: Progress Report

Respectfully submitted by Equity Officers - Ida Ferrara & Frances Latchford

In our ongoing work as Equity Officers, we regularly attended the meetings of the Executive Committee and Stewards' Council (SC) where we maintained a watching brief on equity issues of the current Collective Agreement (CA) and those that arose out of YUFA business. As Equity Officers (EOs), we continued to investigate relevant equity clauses from other Canadian universities and CAUT that YUFA may wish to consider for future Collective Agreements and liaised with equity-seeking constituencies, particularly via membership in the Equity Subcommittee (ESC). In February 2014, we attended, with three other YUFA representatives, a CAUT Equity and Diversity conference, which provided opportunities to connect with members of other faculty associations across the country involved in equity work.

The main discussions of ESC both at meetings and via the listserv focused on:

☒ **Communication between ESC and Caucuses:** The ESC considered the proposal that its communications be shared with Caucus Chairs and SC representatives earlier in 2013; it concluded that the relay of information between the ESC and caucuses would take place through the Caucus delegates on the ESC. This year, it revisited the concern that there be more opportunities to create dialogue between YUFA members and bodies involved in equity work in light of a different but related proposal that a separate listserv be set up. The discussion resulted in an agreement, upon consultation with YUFA staff about maintenance, to create a new listserv (YUFA Equity Bulletin at YUFA-EB@yorku.ca) which would include all ESC members (i.e., EOs, Caucus delegates, and two at-large members), Caucus Chairs, Caucus delegates on SC, members of the Task Force on Federal Equity Law Reform once confirmed, members of the Joint Committee on Employment Equity once confirmed, Chief Stewards, and YUFA staff.

☒ **Budgets for Caucuses:** The ESC considered the proposal to have independent budgets for caucuses (to fund event co-sponsorships, speaker honoraria, refreshments for meetings, etc.) and, via the EOs, consulted with the Executive. Although the Executive appreciated that providing a budget for caucuses would send a positive signal about YUFA's commitment to equity and would help caucuses generate interest, activity, and engagement, it underscored: (i) the significant administrative difficulties of implementing independent budgets for caucuses, (ii) the openness and flexibility of the current process that allowed support for caucus-related activities, and (iii) YUFA's commitment to equity being already signalled via its on-going financial support for various equity-based activities. Understanding that having a budget for each Caucus would change the structure of the YUFA budget and that the current structure included broad categories (e.g., hospitality) to support caucus-related activities, the ESC agreed to drop the proposal but stressed that the process for acquiring support be made clear to caucuses, possibly by means of a tip sheet which could include other useful information about the ESC, its activities, and the responsibilities of its members.

☒ **Listerves for Caucuses:** The ESC had preliminary discussion, via e-mail, about ways to increase caucuses' membership (First Nations and Disability Caucuses, in particular). Options included: (i) regular YUFA-M announcements encouraging membership and participation in equity caucuses, (ii) occasional

equity open houses for caucus members and potential members, and (iii) outreach via SC and its members. The ESC is expected to take this up at upcoming meetings at which data will be gathered from caucuses to develop outreach campaigns and to determine whether caucuses prefer that caucus membership be based on self-identification or open to “friends and allies.”

☐ **Online Equity Forum:** With the new website up and running, the ESC expressed renewed interest in having an online forum to give YUFA members a space to engage in equity discussions. The EOs have initiated a request on this front and understand that, once independent website matters are addressed, the project will be pursued together with the Communications Officer.

☐ **Affirmative Action (AA) Workshop:** A question was raised within the ESC about whether, in units with less than 40% women and under substantial equality, women with no other AA affiliation should be recommended before candidates in any one of the other three AA categories. In response, the EOs consulted with Chief Steward Penni Stewart and YUFA Staff Sue Levesque and concurred that it was advisable to hold a workshop for ESC members to examine (i) the AA language in the CA, (ii) the role and responsibilities of the Joint Committee on AA, and (iii) strategies for the betterment of AA language, policy, and practice at York. The workshop, which Penni graciously agreed to host, was open to all Caucus members and took place on December 9, 2013. The event clarified the language in the CA in terms of how recommendations should proceed under substantial equality and queried areas wherein the AA language in the CA may or may not be utilized to its fullness. The ESC agreed that clarification of these matters via the JCOAA would be in order (see below under Joint Committee on AA for follow-up actions).

☐ **Equity Event:** The ESC took up the idea of equity workshops/events at several meetings. The ESC originally considered the idea of events structured around caucus-specific issues but decided to focus on a workshop/event on equity issues of broad interest. Possible topics it identified for an equity event were: (i) legal issues and enforcement, (ii) equity successes at other universities, and (iii) strategies to promote collaboration across caucuses. At the February 2014 CAUT Equity and Diversity Forum, the EOs learned that CAUT offered equity workshops for its member associations which could be tailored to associations’ specific needs. Upon consultation with ESC members, the EOs agreed to pursue the CAUT route for a YUFA-sponsored equity event and have, since then and through Sue Levesque, been in touch with CAUT about arrangements. With the CAUT person responsible for organizing such events being away, there has been an organizational delay in moving forward, but no delay as of yet on the plan to have the event in late April or early May.

☐ **Audit of Collective Agreement:** In preparation for the next round of bargaining, the ESC considered a CA equity review process. Based on discussions, the EOs went through the CA and classified articles according to four themes: (1) equity language in general and language related to equity categories (e.g., disability benefits), (2) affirmative action language, (3) discrimination and harassment language, and (4) other relevant articles (at some point, there may be a fifth theme on pension and benefits). To better focus the equity audit, the EOs created four documents (one per theme), each consisting of three columns under the headings of articles, problems, and solutions/comments. They have recently revised the documents to incorporate feedback from ESC members in terms of the Primary Negotiating Positions (PNPs) of the previous round of negotiations and what YUFA did not achieve and thus remains outstanding. The ESC is meeting on March 28th to begin the audit and likely in April, in addition to continued review via e-mail.

Other activities unrelated to the ESC in which the EOs engaged included:

☒ **Status of Women Committee (SWC):** At the request of the Executive at its July 24th meeting, the EOs drafted answers to the SWC survey questionnaire pertaining to the SWC's report and recommendations. Unfortunately, upon contacting the Chair of the SWC, the EOs learned that, as the OCUFA Board had accepted the SWC's recommendations and adopted them as policy at its June 2013 meeting, YUFA's feedback was no longer needed.

☒ **Outreach to Populate the Task Force on Federal Equity Law Reform:** Upon the Executive's approval of the Task Force on Federal Equity Law Reform in July 2013, the EOs, in consultation with ESC members, drafted a call for volunteers that went out on July 24th with a deadline of August 30th. Given the focus of the Task Force, as well as the controversies surrounding its genesis (i.e., whether the body would report to SC or the Executive via the EOs as members of the ESC), the call carefully identified the mandate of the Task Force and the required expertise of potential volunteers. The call went out three times during the Summer 2013 months, although no volunteers responded (the ESC had hoped to secure three at-large YUFA members, as the ESC had decided that two ESC members would sit on the Task Force, at least one of whom would be an EO). Since September 2013, the EOs have engaged in direct outreach, via letter, email, phone, and in person solicitation of potential volunteers based on members' relevant research and expertise. Of the twelve potential volunteers contacted as would-be members-at-large, one has been nominated, affirmed by Executive and ratified at SC, one was nominated and affirmed, but withdrew at SC, one agreed to join the committee when she (Lorna Weir) assumes her duties as the new EO on June 1st, and one has agreed to put her name forward but has yet to do so. The EOs continue to pursue additional opportunities to populate the Task Force. Several calls to populate the Joint Committee on Employment Equity – the body that takes up the requirements of the Federal Contractors' Program and York's policy on Employment Equity with the Employer – have also had no response; a new call is set to go out again shortly.

☒ **CAUT Equity and Diversity Forum:** The EOs attended, along with three other YUFA representatives, the three-day equity and diversity conference organized by CAUT at the beginning of February 2014. They, along with the other three attendees, prepared a joint summary report of the forum's proceedings and included a few suggestions and recommendations regarding specific actions YUFA should take to improve its equity provisions and activities. The report is available on the YUFA website. On a positive note, reflecting on the discussions at the conference and exchanges with representatives from other faculty associations, the YUFA participants, including the EOs, share the view that, while there is still much to accomplish on the equity and diversity front, York and YUFA are, in some ways, further ahead on equity than other institutions and faculty associations, an observation that is reflected in the broad recommendations for CAUT and Faculty Associations across the country as summed up in the report (e.g., equity officers at other faculty associations, particularly at institutions in isolated communities across Canada, do not tend to sit on executives, may sit on executives but without voting rights, receive no teaching release for their work). Among others, a key suggestion, in the comments section of the joint report, is that YUFA might be well advised to take the time to synthesize and summarize its own past process on equity and to make this story available through CAUT for the benefit of other faculty associations.

☒ **Religious Accommodation Event:** Some Executive members and SC (following York's recent religious accommodation case, which sparked nation-wide debate about the principles of non-discrimination, religious accommodation, and academic freedom) requested that YUFA organize an event on religious accommodation and that the EOs take the lead in this endeavour. In response, the EOs brought to SC a motion that the April or May SC meeting be extended by 30 minutes and that 90 minutes be allotted to an event on religious accommodation, provided that speakers could be secured. In consultation with Sue Levesque, the EOs envisioned the event to be comprised of two parts: one in which the current law as it concerns religious accommodation and non-discrimination in relation to academic freedom should be clarified, which would be best conveyed by YUFA's legal counsel; a second part that would be devoted to critically analysing the social and political implications of the law/code insofar as it could (or could not) facilitate covert (cultural) racism via claims to gender equality and/or covert sexual and gender discrimination via claims to religious accommodation, implications which the nuance of intersectional and critical race analyses would uncover best. While the goal was to have the two parts back to back during the same SC meeting, the EOs have had to make some adjustments in light of speakers' availability: with the approval of Executive, they have arranged for two separate forty-five minute talks, one for the April SC and one for the May SC.

☒ **Joint Committee on Affirmative Action:** In response to questions which arose during the December 2013 AA workshop, the EOs have been gathering information, with the assistance of Sue Levesque, about membership on the Joint Committee on AA, particularly on the YUFA side. The EOs have been investigating the distribution of the 4.0 FCEs included in the CA and paid by the Employer in support of the work of the committee and whether, or the extent to which, as per Article 12.22, the committee: (i) undertakes a "post-audit on an annual basis concerning short listings of women and designated group candidates, recommendations for and appointments of women and designated group candidates and the percentage of tenure-stream faculty/librarian positions which are filled by women and members of the designated groups," (ii) prepares an annual report that is submitted to the parties through JCOAA, and (iii) meets annually with the units' AA representatives to report on and discuss affirmative action issues, as well as whether or the extent to which (as per Article 12.22) the Employer submits to the committee EE survey data related to the YUFA bargaining unit, and disaggregated in line with the four AA groups, and by unit where possible. The EOs are scheduled to meet with the current Director of the committee shortly for clarification and plan on bringing any remaining concerns about implementation (or lack thereof) of the AA language in the CA to the attention of the JCOAA, as per recommendations of the ESC (see above under Affirmative Action Workshop for context).

Frances Latchford is the equity officer member of the Joint Committee on the Administration of the Agreement (JCOAA) and regularly attended its meetings. In her role, she brought to the JCOAA a number of equity-related issues and concerns resulting from ongoing and new initiatives of the EOs and ESC. The items are listed below.

☒ **Inclusivity and Diversity (I&D) Survey Report:** The ESC continues to await a response by the Employer (ER) to its written recommendations regarding the I&D Survey Report. The ESC recommendations were submitted to the ER in March 2013. The EO on the JCOAA reminded the ER that the ESC awaited a response in September 2013, and has requested that the item be put back on the April 2014 JCOAA meeting agenda.

☒ **Welcoming Language:** In light of on-going discussion with the ER, an agreement was reached at the JCOAA/LRP meeting on January 10th, 2014, with respect to welcoming language that will now appear in

all York job advertisements; the EO on the JCOAA also re-affirmed YUFA's commitment to expanding AA categories to include gender and sexual diversity, but to no avail. However, the welcoming language to which the ER has agreed is below. It is also in line with one of three draft options the ESC unanimously affirmed and submitted to the JCOAA via the EO and at the request of the Queer Caucus representative on the ESC. The new language is as follows:

"York University is an Affirmative Action (AA) employer and strongly values diversity, including gender and sexual diversity, within its community. The AA program, which applies to Aboriginal people, visible minorities, people with disabilities, and women, can be found at www.yorku.ca/acaddjobs or a copy can be obtained by calling the AA office at 416 736 5713."

☒ **Inclusivity and Diversity Task Force – Article 7.09:** This year, the ESC explored the possibility of leveraging Article 7.09 in order to reconstitute the I&D Task Force, to possibly conduct another joint survey with the ER and produce a new I&D Survey report; the EO on JCOAA took this to the YUFA Caucus of the JCOAA, at which a number of key concerns were identified, ones which it was agreed the ESC should address before it was advisable for YUFA to raise the issue of Article 7.09 at the JCOAA. The concerns ranged from the apparently mutual and historical understanding on the part of YUFA and the ER that the work of the Task Force was intended to be finite or "one time" to other questions concerning whether and what precisely the extant language in Article 7.09 would actually permit a revived *Joint* Task Force to accomplish (e.g., merely a repeat of the original survey that was decidedly flawed or an entirely new survey and report). After careful consideration of these questions, along with questions surrounding the dedication of YUFA resources and ER delays that lead to an original I&D Survey report that was out of date by the time of its completion, the ESC unanimously agreed it was best to withdraw this proposal from the JCOAA agenda and to pursue other alternatives, such as an internal and independent survey of YUFA members on the topic of inclusivity and diversity.

☒ **CHR and OSCDR complaint data as it relates to Equity and faculty complaints:** This year, the ESC via the EO on the JCOAA has continued to pursue with the ER the kind of data that is tracked vs. the kind of data tracking and coordination that is possible with respect to equity-related complaints that go through the CHR and/or OSCDR, insofar as these types of complaints impact our members. To date, the ER has indicated that complaints made to OSCDR that are referred to CHR can be tracked (but this assumes all such complaints are equity/YUFA related, and will not capture complaints between students and faculty). More nuanced tracking devices and strategies are being pursued in consultation with the ER, as well as an expansion of focus on the coordination of a broader range of potential data sources (e.g., Health and Safety, Centre for Human Rights, OSCDR, and York Security so that complaints or incidents related to equity for YUFA members are monitored).

☒ **AAPR and Equity:** The current EOs, via the EO on the JCOAA, have brought concerns regarding the AAPR process and equity to the attention of the YUFA Executive and the ER. The EO on the JCOAA raised concerns at the March 6th JCOAA Caucus meeting, at which it was agreed that the LRP YUFA Co-Chair would address the issue with the ER at the March 7th JCOAA/LRP meeting. In particular, the EOs' equity concerns pertain to how certain programs, ones which are likely to have a higher concentration of AA hires and/or equity-seeking YUFA members (i.e., Equity Studies, Aboriginal Studies, Gender and Women's Studies, Sexuality Studies and Disability Studies), may be vulnerable to the AAPR process as "small programs." At the March 7th meeting, the ER indicated a willingness to take these concerns into consideration, although the ways in which these concerns are to be addressed are yet to be clarified or articulated.

We would like to thank the 2013-2014 members of the Equity Subcommittee for their involvement: Jennifer Dalton (delegate, First Nations Caucus), Wilburn Hayden (Chair, Race Equity Caucus), Neita Israelite and Mora Campbell (delegates, Disability Caucus), Marc Stein (Chair, Queer Caucus), Amar Wahab (Member-at-Large), and Tom Wilson (Member-at-Large). We also would like to thank Sue Levesque, YUFA Executive Associate, for her most valuable and valued support to the equity portfolio.

COMMUNICATIONS OFFICER REPORT 2013-14

Over the summer, my main focus of work was on developing the capacity to have a password protected area of the website. Research for the forum/password challenge took some time: I vetted three different approaches to the problem before choosing and setting up the version that was adopted. The construction of the site in turn involved some time, including cleaning up the data in the membership lists and designing a way to generate usernames, etc. I established an initial forum architecture, populating several forums with background information, such as the fairly elaborate one devoted to proposed constitutional changes. I also began a technical and style guide to maintain the website functionally and aesthetically into the future.

From early fall term, unforeseen circumstances have inhibited my work on the website. Once these issues have been resolved, I expect to complete work that I have outlined in my reports to Executive this academic year, such as: confirming that all elements of membership lists have been accurately uploaded to the website, improving the aesthetics and user-friendly-ness of the forums, finalizing existing pages that need to be updated, and developing a logical archive structure / finalizing the migration of the old site to the new site.

In the meantime, I have continued to propose and begin preliminary designs for new elements of the website, which have met with general approval from Executive. These include developing a blog interface for those interested staff and Executive members to post easily to pages dedicated to their remits and an HTML e-newsletter, to consist of among other potential elements: in the first instance, a fuller introduction to the new website, information that is generally circulated by YUFA-M (calls for membership involvement, announcements) as well as reminders of unfilled positions, membership advisories, etc., updates on the work of the Association, and issues of concern to members.

With regard to other communications issues: I provided editorial feedback on the pensions slideshow to the YUFA-contingent of the YUPG and proposed a number of elements for a supplement to the YUPG backgrounder for the YUFA membership meetings to the YUFA-contingent of the YUPG.

Recording Secretary's Report

2013-14

Per By-Law 14: I recorded and prepared minutes for meetings of the Executive Committee and Stewards' Council, and for general membership Meetings.