

## **President's Work Plan for 2017-18**

### **Richard Wellen**

For 2017-18 I will continue to fulfill my responsibility to coordinate the work of our Association. This involves 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. One important dimension of this is to assist the Treasurer in managing the finances of YUFA. In addition, I will continue to play a role in communicating with members and representing the association in its dealings with our employer.

Over the next year YUFA faces several specific challenges which will also require much of my attention and direct involvement. Several of these are outlined below:

**1. Collective Bargaining:** In YUFA the President plays a key role in negotiations, not only as a member of Executive but also as an *ex officio* member of the bargaining team. For the 2018 round of bargaining we enlisted a Bargaining Priorities Subcommittee to assist with the bargaining preparation process and the preparation of a survey. Compensation, teaching load, benefits, pension and equity will once again be key priorities at the table. We have also appointed a bargaining team that has been ratified by Stewards' Council. We also plan to conduct extensive visits to departments to ensure that the bargaining process reflects the interests of our members and that we can develop strategies for engaging all sectors of our membership. Finally, there will be a CAUT-led training session for our bargaining team in which I will participate.

#### **2. Financial Reform:**

I will continue to work together with our Treasurer and The Executive Committee to ensure that YUFA's finances are placed on a sound footing. In particular, we will pay particular attention to implementing our new Funds policy to ensure that our reserves and our Defense Fund are restored to appropriate levels.

**3. New Campus:** Our members expect YUFA to closely monitor the development of plans for the Markham campus and to protect the role of collegial decision making and other faculty interest in this planning process. I will continue YUFA's efforts to advocate for transparency and academic integrity as the administrative and academic governance structure on the new campus is developed.

**4. University Governance:** Following up on the flawed and secretive presidential search process, YUFA will continue to work with campus partners (e.g the Cross

Campus Alliance) review and make recommendations with respect to governance at York, including procedures and composition of the Board of Governors

**5. External Environment:** I will place a very high priority on working with our faculty association counterparts at other universities to monitor the process of negotiating Strategic Mandate Agreements in Ontario. The pressure to adopt performance metrics has the potential to affect the terms and conditions of our members' work and also the integrity of our research and academic programs. The increased managerialism at our institution is a reflection of this process. Together with our VP External I will work with organizations such as CAUT and OCUFA to ensure that the voices of university faculty are heard in responding to the new management imperatives of subjecting more of our work to overly simplistic forms of quantitative measurement. We will also be monitoring the progress of the University Pension Project now taking place in Ontario.

**Maura Matesic**  
**Vice President Internal**  
**Work Plan 2017-2018**

I will perform the duties of the Vice-President Internal as outlined in the YUFA By-laws, including:

- Assist the President in ensuring YUFA's internal operations are running smoothly and in accordance with YUFA's Constitution and By-laws
- Recruit members to participate in Association activities and serve on YUFA committees
- Chair YUFA's staff relations committee
- Co-chair YUFA's Labour Management Committee
- Attend meetings of the YUFA Executive and Stewards' Council
- Welcome and reach out to new members

In addition, for the 2017-2018 year, I will focus on the following priorities:

- Draft and implement a Workplace Health and Safety Policy and Program in accordance with all relevant Health and Safety legislation.
- Draft and implement a Confidentiality Policy for YUFA.
- Work with YUFA's Equity Officers to develop policies and programs to ensure that YUFA is in compliance with the Accessibility for Ontarians with Disabilities Act, 2015
- Serve as a member of the Joint Health and Safety Committee (YUFA/Employer)
- Co-ordinate the time management software, and any additional executive policies which facilitate YUFA office processes and transparency

Participate in bargaining preparation activities

## **COMMUNICATIONS OFFICER WORKPLAN 2017-2018**

**Didi Khayatt**

This year begins a bargaining round with the Employer and therefore the role of Communications Officer is foregrounded. As such, the work plan involves attending meetings across the University about bargaining:

- Attending all YUFA unit meetings to consult with the membership. These meetings are set up to listen to various unity or faculty concerns regarding bargaining and to explain to the membership YUFA's position regarding bargaining.
- Attend Joint Benefits sub-committee to offer input on various bargaining issues that involve benefits
- Staff member James Clark set up a newsletter for the membership. I will be using some space to communicate with the membership as the need arises
- There is still interest expressed by Executive member(s) to revive the newsletter in print and on line. Therefore, I will be co-operating with interested members of the YUFA Executive to produce such a newsletter, the objective of which is to provide information from the Executive as a whole. This might be a means for members to follow discussions of issues specific to YUFA and/or more generally at York University.
- Look into providing a forum (to be determined) for members to raise and discuss areas of concern that are work-related.
- Work closely with the President of YUFA to communicate to the membership information from the Bargaining Team during bargaining

## **Equity Officer's Work Plan 2017-18**

### **Submitted by YUFA Equity Officers Frances Latchford and Nick Mulé**

In the 2017-2018 the EOs (Nick Mulé and Frances Latchford) will pursue 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. The EOs will continue to support and consult on equity-related concerns in bargaining, for which preparations are now well underway.

#### **Regular Work and Meetings:**

The EOs will attend the regular meetings of YUFA's Executive Committee, Stewards' Council and General Membership Meetings and 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 will also respond to issues and concerns surrounding equity as they may arise in relation to day-to-day YUFA business, committee work, and consultation within YUFA (e.g., YUFA Executive, Equity Caucuses, Chief Stewards and YUFA Staff) and externally with CAUT and OCUFA.

#### **Equity Subcommittee (ESC):**

The EOs will work 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 will work together to do so during 2017-2018 in the following ways:

- 1) The ESC has 4 regular meetings a year. Here, the EOs and ESC members will develop equity initiatives and identify YUFA members' equity related concerns which will 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, Stewards Council, etc). Depending on the business to be addressed by the committee during 2017/18, special ESC meetings may be scheduled. This year a significant focus of the ESC will pertain to bargaining proposal development and consultation once bargaining begins.
- 2) The EOs' involvement with the Equity Caucuses will be appropriate to that desired by each Caucus; this year all caucuses have appointed representatives to the ESC, although it lacks two members at large, therefore, the EOs will actively work to engage and draw new members at large to the ESC.
- 3) The ESC is making plans for a number of events, some of which will be hosted by the ESC and others by the Caucuses and co-sponsored by the ESC. For instance, the EOs will organize what is now the annual "equity caucus social" to encourage participation and new membership within the caucuses and networking across them. Although details are yet to be confirmed, the ESC plans to host or co-host a CAUT equity

workshop in the winter term for which the topic is yet to be determined. Other equity events are also likely to be scheduled in consultation with the caucuses via the ESC.

### **Communicating Equity:**

The EOs will continue to engage in outreach to membership through events described above or through periodic reporting on equity news, issues and events via the YUFA newsletter and/or the YUFA Equity Bulletin listserv.

### **Bargaining:**

Frances Latchford is a current member of the bargaining team, thus, the EOs are in a good position to advocate and ensure equity stays front and centre at the bargaining table this round. Moreover, while the EOs' work planning for equity bargaining is well underway, they will continue this ongoing work to prepare YUFA's draft Equity proposals in conjunction with the ESC: they will consult elsewhere as necessary and appropriate (e.g., Chief Stewards, YUFA Executive, YUFA Staff, OCUFA, including SWEC, and CAUT).

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

Nick Mulé will continue to sit as the EO appointed to JCOAA and LRP in order to monitor ongoing issues related to equity, such as the New Campus, and to raise equity concerns with the Employer on the part of YUFA and the ESC.

### **OCUFA Status of Women and Equity Committee (SWEC):**

Both Nick Mulé and Frances Latchford are current members of the SWEC. They will attend SWEC meetings throughout the year to participate in equity networking and to consult with EOs from other universities, as well as OCUFA. The EOs will report to YUFA Executive and the ESC on any and all relevant information gleaned from SWEC, for instance, as it might pertain to equity bargaining strategies or new and interesting equity initiatives.

Finally, to advance and promote equity at York, the EOs will liaise, 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.

Work-plan prepared by Frances Latchford October 1, 2017.

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

As the two Chief Stewards for YUFA, we work closely with all the YUFA staff, especially with Kristin Skinner and Sonja Killoran-McKibbin, on grievances. The work of the two Chief Stewards in the coming year will include:

1. Providing informal and formal advice to YUFA members in all contractually-related matters and representing members in meetings with the Employer.
2. Representing members in all stages of the grievance and arbitration process.
3. Assisting members in navigating matters related to accommodations and leaves.
4. Alerting the YUFA Executive to potential policy grievances and carrying any such grievances forward.
5. Participating in the work of the YUFA Executive, the Joint Committee on the Administration of the Agreement (JCOAA) and the subcommittees of JCOAA where appropriate. Both Chief Stewards attend Executive and this year, Sheila Embleton will attend JCOAA meetings.
6. Assisting units with all matters pertaining to the administration of the Collective Agreement from affirmative action to workload assignment.
7. Communicating regularly with stewards and YUFA members on matters relevant to the Collective Agreement or grievance work more generally.
8. Working on communication strategies and assisting where appropriate with the new enhanced website.
9. Assisting with bargaining support and mobilization of members as we start to move into the next round of collective bargaining; Art Redding, as a member of the bargaining team, will likely be more involved in this, but both Chief Stewards will contribute significantly.
10. Working with Stewards on issues of interest to stewards and to provide stewards' education and training.
11. Where appropriate, in conjunction with staff members, provided education and training to subgroups of members, e.g. for those coming up for tenure and promotion.
12. Participating in the OCUFA Grievance Committee and in OCUFA and CAUT events involving grievance and collective agreements.

## **Treasurer – Ricardo Grinspun**

As Treasurer of YUFA, I will continue to perform the regular responsibilities of the Treasurer which include working with the President in preparing YUFA's annual budget and financial reports on the state of Association's finances, monitoring YUFA's financial position, and providing financial advice on spending and investment matters. I will work under the guidance of the auditor's recommendations arising from the YUFA Financial Statements of the previous year, consult with the auditor as necessary and, most importantly, report on the state of YUFA's finances to the membership. I shall also ensure that our members' money is invested appropriately.

During the last year, we have taken concrete action, under the leadership of YUFA's President, to solidify the financial condition of the Association and make it sustainable in the go forward. We will continue this work during the upcoming year.

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, and engaged in governance issues of the Association.

## **Recording Secretary Work Plan 2017-2018**

As Recording Secretary I have fulfilled my role by taking and submitting the minutes for YUFA's Executive meetings, Stewards' Council, General Membership Meetings, and Annual General Meeting. As a member of Stewards' Council I contribute to discussions, and listen Stewards representing their units the similarities and differences, and the need to build bridges to have a strong association that represents a diverse faculty. The Minutes records motions and major points in the discussion as well as summaries of reports of the officers and committees including the action taken on them. This role requires working with other executive members, stewards, and with the YUFA membership in general. I have attended almost all scheduled meetings.

Merle Jacobs