

YUFA Officer Work Plans 2018-19

President

President's Work Plan for 2018-19

Art Redding

For 2018-19, 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.

Outreach is important to me. I will continue to play a role in communicating with members (in liaison with Communications Officer) and representing the Association in its dealings with our employer. Specifically, in league with bargaining, I have engaged this fall in several visits to specific units to discuss process and new CA and to hear member concerns, which will continue.

I will continue to participate in regular business as per decisions made by Steward's Council, Executive, and JCOAA.

I remain as an observer at the Senate, Academic Planning, Policy and Research Committee.

I will "pinch hit," as necessary with grievances, and work in conjunction with Chief Stewards and staff on a handful of files that remain open, with which I have been involved in the past.

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.

Markham Campus: Though possibly on hiatus, the Markham campus remains a concern, particularly should the university move forward with plans to fund the campus private contributions. 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

Governance: I will continue YUFA's efforts to advocate for transparency, collegiality, and academic integrity within the administrative and academic governance structure at York.

YUFA will continue to work with campus partners (e.g. the Cross Campus Alliance) to review and make recommendations with respect to governance at York, including procedures and composition of the Board of Governors. We plan a Special general membership meeting to discuss the issue and will be guided by our members' thoughts and directives in these areas. Of particular importance will be protecting the rights and freedoms of our members to hold dissenting views, and to advocate on behalf of student rights. In the current political climate, we will need to monitor and contest the Ford government's farcical insistence on free speech codes, its attacks on labour, on academic freedom, potentially even on tenure. Finally, YUFA will need to confront the stresses placed upon programs by the SHARP budget model, and ensure that decisions are made collegially and that academic integrity is preserved

rather than simply according to economic dictates of the bottom line, especially with more budget cuts on the horizon.

External Environment: 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. This may be a concern during the roll-out of the new electronic CV platform.

We will also be monitoring the progress of the University Pension Project now taking place in Ontario.

Vice-President Internal

Ricardo Grinspun

Vice President Internal

Work Plan 2018-2019

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 2018-2019 year, I will focus on the following priorities:

- Finalize drafting and implementing of a Confidentiality Policy for YUFA
- Draft and implement a Conflict of Interest Policy for YUFA
- Bring forward changes to the JCOAA Co-chair role
- Co-ordinate the time management software
- Advance and expand the document management system for the YUFA office
- Shift YUFA's email use to non-yorku.ca email addresses
- Prepare policy on officers' fiduciary responsibility and prepare orientation for new officers
- Compile and update YUFA Executive policies, as well as create new policies where needed, to facilitate YUFA office processes and the smooth and efficient work of the Association
- Provide input for the new YUFA website in construction

Additional areas of emphasis I will undertake as a member of Executive:

- Activities oriented to engage the membership in YUFA's action
- Participated in Bargaining Mobilization Committee during bargaining
- Deepen YUFA's focus on governance issues and report on Senate matters
- Participate in the YUFA communications group
- Contribute to YUFA's engagement with the Cross Campus Alliance

- Support the Treasurer in measures to enhance and implement best practices in financial oversight

I would like to acknowledge the expert support of YUFA staff in carrying forward this work plan.

Vice-President External

2018-19 WorkPlan YUFA Vice-President - External Terry Maley

As YUFA VP External I will continue to participate in Stewards Council, YUFA's Labour Management Committee, be a YUFA delegate to CAUT (Canadian Association of University Teachers) and OCUFA (Ontario Confederation of University Faculty Associations) policy and other conferences, as well as the NUCAUT convention (CAUTs affiliation to the Canadian Labour Congress). I will continue to be involved with the new Faculty/Grad Club Co-op (now open!), and will be involved in a YUFA Finance committee that is exploring ways of improving YUFAs internal finances. In my first term (2016-18) I worked on enhancing the Long-Term Disability Benefit for YUFA members, and I was also involved in working out the kinks and implementation of the Sun Life health card that was introduced in the summer of 2017.

I will continue to participate, on YUFAs behalf, in the Cross-Campus Alliance (CCA – which is an umbrella group of all of the unions on campus). The CCA mobilized YUFA members for \$ 15 and Fairness campaign, supported the Aramark food workers campaign for fair wages on campus, and brought attention to both the precarious work of Contract faculty colleagues and health and safety issues on campus for YUFA colleagues, students and staff (i.e. the state of washrooms). In 2018-19 I will continue my work on key governance issues at York, both with the CCA and YUFA and student colleagues (such as those on the LA&PS Ad Hoc Governance Committee, which I chaired). I will continue to participate in the Ontario Federation of Labour's (OFL) Fair Employment week on behalf of YUFA, with campus groups in the Drop the Fees Day of Action, as well as organize YUFA's participation in Labour Day activities with other OFL unions.

With more than 15 YUFA colleagues and YUFA staff, I organized a Working Group last year in support of purged/exiled scholars at risk. We worked with the senior administration and Deans in bringing two scholars to York in 2018-19. In 2019-20 I will work with colleagues to develop parameters for an ongoing Scholars at Risk program at York. I have brought my previous experience as a trade union educator and work with the Canadian Centre for Policy Alternatives to the role of YUFA VP External. I will continue working with colleagues and student groups at York, and other universities in Ontario, to enhance democratic participation and collegial governance, and to vigorously defend the rights of YUFA members.

Chief Stewards

Chief Stewards – Sheila Embleton & Maura Matesic

As the two Chief Stewards for YUFA, we work closely with all the YUFA staff, especially with Kristin Skinner, 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. Both Chief Stewards attend (and report at) Stewards' Council wherever possible.
8. Working on communication strategies and assisting where appropriate with the website.
9. Assisting with bargaining support and mobilization of members in the first part of this year when we are in collective bargaining.
10. Working with Stewards on issues of interest to stewards and to provide stewards with 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.

Communications Officer

Work Plan 2018-2019, Jody Berland, Communications Officer

1) General communications:

As communication officer, helping to plan, write and/or or edit statements from the executive.

Communication themes current and in development: Clarification of YUFA mandate and constitution, governance and why it matters, academic freedom, how it works and why it matters, share information about faculty unions in general, involvement in and support for CCA.

New this year: working with James and provider on the redesign of website and email system (see below); creation of a newsletter. Look into other faculty union communications and newsletters, consult OCUFA, learn about best practices..

Schedule executive discussion of the proposed newsletter with the following agenda items: template and medium, production budget, staff time to be allotted, frequency, editorial policy, photos and illustrations, non-exec member contributions, reader responses, trolls.

2) Strike communications:

There are no strike communications scheduled for 2018-19. In the eventuality of the strike of another union on campus: developing strike information on the website, working with their strike communications, providing frequent updates to members; issuing political statements.

3) Social media development:

My major work plan goal for this year is to build a bigger and more active audience of YUFA members, York University community members, and the wider public, using . YUFA's two main social media platforms (Facebook and Twitter). A major transformation of YUFA communications, website and social media are in the works (see below) that will no doubt present new possibilities and ideas.

Proposed areas of emphasis for our social media use: governance, academic freedom, CCA statements and activities, Ontario government.

Need to develop new ideas for involving members via social media, newsletter, videos, etc.

4) Website infrastructure development:

We will be launching a comprehensive redevelopment of the YUFA website, with social media and membership data integration. The new provider will allow us to redesign our website, connect website posts and emails, monitor what and how members read our communications, share videos, allow for better online sharing and discussion, and hopefully take our email correspondences outside the York email system.

Equity Officers

Equity Officer's Work Plan 2018-19

Submitted by YUFA Equity Officers Frances Latchford and Ellie Perkins

In the 2018-2019 the EOs (Frances Latchford and Ellie Perkins) 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 ongoing equity-related concerns, including those that are the outcome of the new collective agreement or issues arising that are relevant to future rounds of bargaining.

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 (new) Collective Agreement and (future) 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 Sub-Committee, Equity Caucus Representatives and 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 2018-2019 in the following ways:

- 1) The ESC normally 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 2018/19, special ESC meetings may be scheduled. This year a significant focus of the ESC will focus on work that is the

outcome of the New Collective Agreement, as well as evaluating new goals for future rounds of bargaining.

- 2) The EOs' involvement with the Equity Caucuses will be appropriate to that desired by each Caucus; this year three of four caucuses have appointed representatives to the ESC, which lacks one member 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. And the ESC has worked with the REC Representative member to bring about a YUFA sponsored REC event that will focus on race equity in relation to the implications of university administration trends to create VP Equity positions (it will take place on Nov. 2, 2018). 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 may also 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:

The EOs' will primarily address on-going and emerging issues related to equity that are the result of the (new) Collective Agreement and will plan, as necessary, for future bargaining: they will consult elsewhere as necessary and appropriate (e.g., with Chief Stewards, YUFA Executive, YUFA Staff, OCUFA, including SWEC, and CAUT).

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

Ellie Perkins will sit as the EO appointed to JCOAA and LRP in order to monitor on-going issues related to equity 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 Frances Latchford and Ellie Perkins are current members of the SWEC. They will attend on-going SWEC meetings throughout the year to participate in equity networking and to consult with EOs from other university faculty associations (e.g., Ryerson, U of T, and more broadly) on equity issues, 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 submitted by Frances Latchford and Ellie Perkins, October 30, 2018.

Treasurer

Treasurer – Paul Evans

As Treasurer of YUFA, I will continue to perform the regular responsibilities of the Treasurer which include preparing YUFA's annual budget and financial reports to Executive and members on the state of Association's finances; participating in or monitoring all financial transactions, monitoring YUFA's financial situation and reporting periodically to Executive; providing guidance on financial policies, financial implications of proposed and anticipated events, and investment matters; and ensuring that our members' money is invested appropriately.

I will in addition pay particular attention to the following in the current 2018-19 fiscal year:

1. improving financial transparency and accountability to our members;
2. exploring the formation of a financial committee to consider our financial reports, budgets, reporting and systems; advise on financial risk, investments and selection of auditor; and review and advise on auditor's recommendations; and
3. reviewing processing of financial transactions within YUFA.

Recording Secretary

Recording Secretary – Arthur Hilliker

I shall take the minutes of all meetings of the Executive Committee and of the Stewards' Council as well as for any General or Special Membership meetings. I will participate in all discussions as a voting member of the Executive Committee and of the Stewards' Council and in any General or Special Membership Meetings.