

JCOAA AND LRP REPORTS

YUFA ANNUAL GENERAL MEETING 2017

CO-CHAIR: ROB TORDOFF

JCOAA Report to YUFA AGM

19th April 2017

JCOAA met the employer on a number of occasions, as well as holding several special sessions focusing on a single issue with the relevant members of the Employer's team. Numerous documents were passed to the Association for information and / or in draft for editorial suggestions.

Standing / Recurrent items of JCOAA business Sept 2016 – April 2017

1. 18.15
 - a. In April, ten months after the parties began negotiations, YUFA is still supporting some units on the way towards an agreement with their Dean / Principal over research release. Numerous units had recourse to the Dispute Resolution Panels because no agreement with the Dean / Principal could be reached.
2. Sexual Violence Response Office and new policy on Sexual Violence
 - a. In conformity with new law (bill 132), York introduced a new policy on sexual violence on 1 Jan 2017. The policy includes the establishment of a new office for reporting incidents of sexual violence (SVRO). YUFA repeatedly requested details about the nature of training that will be made available for faculty and the procedures to be followed in the event that a YUFA member is a respondent in a report of sexual violence. To date, no firm details have been received.
3. Third Party Email Provider
 - a. The Employer has chosen Microsoft to provide email service for YUFA faculty. At rest data will be stored in Canada.
 - b. YUFA requested the Privacy Impact Assessment: this was communicated to the Association in a special meeting with Patricia Lynch (University Privacy Officer) and Maureen Armstrong (University Secretary and General Counsel).
 - c. The Association raised a number of concerns surrounding data privacy, especially following the US President's Executive Order of 21 Jan 2017, according to which data passing through the US that does not belong to US citizens will not enjoy any privacy protection. YUFA has urged the Employer to consider whether the University should continue to use Google for student email and urged the Employer to bring forward training in online privacy as speedily as possible.
 - d. The timeline for the introduction of the new system is for commencement in summer 2017 (approximately May / June), with units currently using Lotus Notes to be among the first to make the change.
4. Pension Fund
 - a. It has come to the attention of the Association that over a number of years the Employer's contributions to members' pensions have fallen short due to calculation errors. The errors have tended to occur when base salary has been altered for some reason, for instance during a second or subsequent sabbatical. The accountancy firm Aon Hewitt has produced a report on the errors, but the Association holds grave doubts about its scope and accuracy. After numerous requests, YUFA's executive were shown the data used by Aon Hewitt. Of note:

the data are provided by the Fund and are not extensive; Aon Hewitt has not had free or complete access to the records of the Fund.

5. Farquharson Building Refurbishment
 - a. Presentation: 31 Oct
 - b. Relocation document: 21 Nov
 - c. YUFA has stressed the importance of ensuring that the six pre-tenure members of the affected faculties receive adequate support, communication, and the opportunity to request an extension of the tenure clock to compensate them for disruption to their research progress.
6. Salary Anomaly Exercise
 - a. At YUFA's request the Employer has drafted new template letters including details of the applicant's rank, years of service, etc., so that applicants can better understand the Employer's decisions.
7. Subway construction: new bus locations and accessibility issues
 - a. YUFA has emphasized the accessibility issues that will stem from the relocation of the bus stops currently around the Harry Arthur Common. The Association has suggested central provision of a campus shuttle bus to connect the centre of campus to the new bus locations and provide better accessibility around the Keele campus.
8. Concur
 - a. YUFA suggested that it would be helpful if Concur's interface could be modified so that common reimbursement requests could be justified by standardized responses. The Employer investigated the issue and responded that such a modification is not technically viable.
9. Tri-Council reimbursements for home internet
 - a. YUFA continues to support the principle that faculty should be able to use their research funds to claim home-internet expenses, as is the practice at numerous comparable institutions in Ontario.
10. Annual CV exercise
 - a. YUFA has recommended that Deans / Principals abandon the practice of suggesting highlighting / executive summary in the annual CV exercise. The Employer has confirmed that this is only a *suggestion* not a requirement. The Employer's representative has stated under questioning that the Employer has no intention whatsoever of transforming the exercise into a post-tenure review.
11. New Tri-Council rules on unspent grants: changes were made in Fall 2015 and were not communicated. The Employer accepts that the changes should have been communicated and that this is the responsibility of the VPRI's office.

Documents for Consultation: Sept 2016 – April 2017

1. Employee Engagement Survey
 - a. YUFA requested a number of changes to the draft survey, in particular new questions to address the performance of the Dean / Principal. A number of these suggestions were incorporated in the final draft of the survey that was distributed to members.
2. Employee Self Identification forms
 - a. YUFA approved the Self ID form after minor changes; the survey has been distributed to members.
3. Employment Equity Data
 - a. YUFA has stressed that it is important that the data is prepared and communicated to the Association on time (Nov 1). At the time of writing, the data has still not been received.

Other Items

1. Graduate Assistant Rates and Tri-Council Funding
 - a. The Employer has raised GA rates significantly. YUFA requested that the VP Research and Innovation write to the Tri-Council to explain the University's rates, so that members would not be disadvantaged when applying for grants. The Employer has agreed. The Association emphasized the poor timing of the change and the failures of communication that left members applying for grants uncertain what GA rates to budget in their applications.
2. SSHRC internal grants
 - a. Awards have been renamed and applicants must now categorize their research under one or more of the University's six research 'themes'. The latter have been introduced in conformity with SSHRC requirements that institutions match their internal grants to the research themes identified in their academic plans. YUFA has reserved the right to grieve in the event that a member's research grant application is refused on the grounds that it does not fit under any of the research themes.
3. Transgender Fund
 - a. YUFA suggested that the new Transgender Fund should be administered by the Association; the Employer has agreed to this.
4. Nursing Appendix P: Associate Directors
 - a. Associate Directors in Nursing have been assigned to Category 5 and the parties have agreed a memorandum to that effect.
5. Course Syllabuses: content and timelines for publication
 - a. New APPRC regulations require members to make essential details (i.e. the weighting and nature of assessment) of their course syllabus available online for prospective students at least two weeks before the start of term.

- b. The Employer has confirmed that detailed syllabus documents remain the intellectual property of members and that Deans / Principals may not require that they be published online or elsewhere.
- 6. Extended Health Care drug card
 - a. The Employer has drawn up plans for a drug card and is ready to implement them as early as summer 2017 subject to the Associations' approval.
- 7. HEQCO university entrance / exit tests:
 - a. Due to the University's participation in the NSSE survey, the pilot HEQCO tests will be run in 2018; York will participate.
- 8. Switch to electronic pay statements
 - a. YUFA requested a letter to members explaining the discontinuation of paper statements: the Employer obliged.
 - b. YUFA further requested monthly emails to members providing them with a link to their online statements: this has been put into effect.
 - c. YUFA has requested a similar monthly email report on the balances of PER / research funds. The Employer agreed to this in principle.
- 9. Title of University Librarian
 - a. In conformity with practices at similar institutions, the University Librarian will become the Dean of Libraries; Associate University Librarians will become Associate Deans of Libraries.

LRP report to AGM

17 April 2017

Preamble

In the period September 2016 – April 2017, LRP/JCOAA and the employer met on 5 occasions to discuss ongoing long-range planning issues. Meetings were held on October 5, October 26, November 21, March 20, and March 27; meetings scheduled for January 30 and February 17 were cancelled by the Employer.

In the course of these meetings, LRP received a number of reports from the Employer and a handful of responses on major issues. The latter include the new Markham Centre Campus and the SHARP budget model.

Reports received:

1. IIRP timeline (Oct 5)
2. IIRP Prioritization: Working Groups' recommendations (Oct 26)
3. Complement planning (Oct 26)
4. APPRC Markham Campus Update, 29 Sept (Oct 5)
5. Markham Campus committee structure (Oct 5)
6. SHARP budget model: shared service units (Oct 5)
7. Costing of cross-faculty teaching (Oct 5)
8. Libraries Restructuring Updates (Jan 23, March 10, Mar 31)
9. Markham Campus Update, March 27 (March 27)

LRP standing items

1. SHARP

LRP discussed SHARP with the Employer on two separate occasions, with a presentation by Gary Brewer at one (Nov 21). The Employer's stated view is that SHARP is intended to be accountable, transparent, and driven by academic priorities. The core of the model is that faculties will retain and spend their own revenue less contributions to a central university fund and payments for 'shared services.'

Since faculties will be 'held harmless' during the transition to the new model, there is unlikely to be any major impact in the early stages of implementation. However, YUFA remains concerned that the model allows Deans considerably greater discretion in the allocation of faculty budgets, and that no decision has been made about oversight of the UBPC (University Budgetary Policy Committee); in regard to the latter, it is YUFA's position that UBPC should report to Senate and include faculty representatives among its membership.

2. IIRP (Institutional Integrated Resource Plans)

The IIRP Working Group reports were provided for LRP's scrutiny at the meeting on Oct 5. LRP drew attention to concerns about collegial process in the creation of the IIRP Working Group

reports and about the impact of the process on workload and terms and conditions of employment, especially in light of the fact that the IIRP provides little in the way of new resources to achieve its goals.

3. Markham Centre Campus

LRP discussed the new Markham Centre Campus at two meetings. Discussion focused on the nature of governance and unit structure at MCC, the likelihood that faculty will be mandatorily reassigned from the Keele campus, and potential workload issues if faculty are required to teach at more than one campus in any academic session. The Employer has not yet decided what the unit structure at Markham will be, i.e. whether there will be departments with chairs or some other kind of unit. Complement planning for Markham is proceeding on the basis that there will be a similar landscape of tenure-track and contract teaching at MCC, and that some current YUFA faculty members will volunteer for reassignment to MCC.

4. Faculty of Graduate Studies

Dean Barbara Crow gave a short presentation at the meeting of LRP on Nov 21. Under the new budget model (SHARP), faculties will fund their graduate programs and take decisions about admissions targets etc. under the oversight of the Provost's Office. FGS will receive shared service costs from faculties and will provide administrative services including admissions, scholarships, conferral of degrees, and other 'milestones' in graduate degree programs. In faculties where a new position of Associate Dean of Graduate Studies is needed, that function will be added to an existing portfolio.

5. Complement policy and planning

LRP received a policy document on complement planning for 2016-17 and 2017-18. A copy of the document is available from the Association.

6. York University Libraries Restructuring

LRP heard a short presentation by University Librarian Joy Kirchner on the restructuring of the York University Libraries (YUL). Restructuring is at an early stage and updates are being provided to faculty librarians. It is clear that there is no intention to recruit new YUFA librarians; where necessary, existing faculty will receive training to enable them to undertake new duties. The Employer has stressed that YUL is a single unit for hiring purposes; the corollary of this is that librarians may be given different duties without being formally reassigned to a different unit. YUFA remains concerned about the likely implications this will have for workload and terms and conditions of employment.

Rob Tordoff, Co-Chair, LRP/JCOAA