



FSA Executive Meeting

Thursday, January 30, 2014

9:30am to 12pm

Abbotsford Campus, A225

Minutes

Present: Vicki Grieve, David MacDonald, Gayle Noel, Randy Kelley, John Carroll, Ding Lu, Connie Cyrull, David Shayler, Noham Weinberg, Lisa Morry, Rhonda Snow, Lynn Kirkland Harvey, Vicki Bolan, Moira Kloster, and Tanja Rourke (*recorder*).

Regrets: Virginia Cooke, Martin Kelly, and Sheila McKay.

1. Agenda

The agenda was approved with the following additions. ***N. Weinberg/C. Cyrull/Carried***

- Add 5c. Fitness Classes – Lisa
- Move 6a. to 5d.
- 5e. PD policy - Ding
- 5f. Added duties for faculty: issue of registering students - Rhonda

2. Minutes

Amendment to 3d OH&S: “The committee ~~has made~~ **is intending to make** a few small edits...”

Motion: to approve the December 19, 2013 minutes with the above amendment.

L. Kirkland Harvey/N. Weinberg/Carried

3. Reports

a. President

Vicki provided an update.

- Would like to limit discussions from reports to about 5 minutes. If there is a need for further discussion, the item will be moved to discussion and decision.
- UFV budget has been taking a lot of Vicki’s time lately; especially the cuts to the ESL department. The cut is about 1 million dollars. Advance notices have been given to approximately 50% of faculty and 3 staff in the department. Bumping rights might be exercised. So far no retirement incentive or other options have been offered by Management. Further information will not be available until after the full budget has been completed. The institution is also not allowed to charge tuition to domestic ESL students.

b. Contract Administrators

Faculty

Randy Kelley:

- ESL funding issue is taking up a lot of time. Many conversations with the members affected. One of the common questions members have is how seniority is calculated. This question is being asked by other areas as well, not just ESL.
- Continuing to work with the issues that are sessional related.
- Several meetings dealing with issues in Trades. Not sure how it's going to turn out. Increasingly concerned with this group.
- Assisting with two return to work, and one access to disability.
- Making progress towards a solution for the on-going arbitration.
- Going to the FPSE Contract Administration Review Committee (CARC) meeting this weekend.

Staff

David Shayler:

- Final decision on 25.7 special leave. Members that had submitted applications have all been given their sick days back.
- Still waiting for accommodation for a member.
- Trying to help determine what the criteria are for staff members who want to teach on the side. We need to talk about this further. Consensus at the JPDC table was that for staff members if they were to get a masters, their chances of becoming faculty at UFV are slim. Staff should be contributing to their education leave fund, but so far they have resisted this.

ACTION: Contract committee will take note of this for bargaining.

c. Contract Committee

Lynn provided an update.

- We are very actively collecting all of the articles that are causing issues; anything from major issues to small grammatical housekeeping corrections.
- Goal is to pull together a list of bargaining proposals by May/June. We hope the survey will help in the development of this list.
- Setting up an ad-hoc working group very soon to look at article 18.14.
- Stay tuned for the survey draft. They should be something out for the next meeting.
- Vicki checked with FPSE about where other locals are at. Only one has sent their employer the letter of intent to start bargaining.

d. Finance

Ding provided an update.

- Finance committee had two meetings; Jan 16 and Jan 29.
- Jan 16 meeting - invited a guest speaker from a Labour Relations law firm (Tony Glavin) to discuss the value of FPSE verses having a labour lawyer on retainer.
- Jan 29 meeting - discussed review of professional development for labour education budget and policy. This budget is 12,000 and we have already used up 9,600. Also approved a few applications for PD. The other item discussed was the PD policy which has been circulated for review and discussion later this meeting.
- There was a referendum years ago about remaining a part of CIEA or breaking away from it. The membership voted to stay with CIEA, which then became FPSE later on. We have discovered that if we wanted to break away from our formal

relationship with FPSE, we'd have to change the executive and release structure because we'd have to hire our own labour relations advisor. We would also have to access legal services as needed. BCIT operates with this model. The problem with this is that it's completely unpredictable how much this may cost. It may be possible within the dues we collect to set up a system like this, but the executive would have to decide if this is right for the FSA. If we stay status quo, a compromise solution would be to take better advantage of FPSE's services. One idea is to add an FPSE rep to the bargaining team in the next round of negotiations.

ACTION: to be discussed at the next meeting.

e. Non-Regular Employees Rep

David MacDonald provided an update.

- Non-Regular Faculty committee has been set up since October and are meeting monthly. Great discussions. Next meeting this afternoon.
- A notion of a database for all full-time and sessional faculty to include questions and answers such as:
 - How many sessionals at UFV
 - How many teaching now
 - How many teaching elsewhere
 - How many are single income
 - Do any sessionals receive benefits
 - Do any sessionals receive PD
 - How many new hires of regular faculty this year
 - How many administrators have been hired this year

ACTION: this type of data report could be built into the proposals for bargaining. David to send Vicki the list of questions, then Vicki will take to LAM to ask if this information could be compiled by Institutional Research.

The executive expressed appreciation to David for doing such valuable work for sessionals.

f. Communications Chair

Lisa attended the Women in Leadership course at the CLC winter school last week which she found extremely helpful and informative.

g. Faculty Vice-President

Connie attended the Union Advocate Level I course at the CLC winter school last week and she also found it to be useful and educational. The week was very busy. Wednesday choir night was a lot of fun. Several facilitators are United Way employees.

4. Business Arising

a. Update on Internal Grievance Procedures Policy

The following amendments were made:

- Replace “griever” with “member” throughout the document
- Principles and/or Assumptions; last bullet: delete “begin a grievance, and before deciding to”
- Principles and/or Assumptions; change the bullets to numbers

- Appeal Process; add a new paragraph at the end: “Members will be made aware of further possibilities of appeal through the BC Labour Code”.

Motion: to accept the amendments above. *D. MacDonald/C. Cyrull/Carried*

Motion: to approve the revised policy to be taken forward to the membership for approval. *N. Weinberg/R. Kelley/Carried*

b. Update on Budget consultation process

Management will let us know where they are at with this. At the last LAM meeting, Jackie Hogan provided concrete information about the reduction of funding in the ESL department and the layoffs. More information may be available to us after the February board meeting which Vicki will be attending.

c. Update on LoA committees

Faculty instructional workload

There will be more information provided next month. 33% responses on the survey were received. The committee agreed to extend the survey deadline one more week.

Tenure and promotion

It's been a slow process. The committee is currently working on procedures and definitions and they are planning to meet with lab instructors and librarians within the next month.

Members assigned supervisory duties

Need to meet again soon. An update will be provided at the next meeting.

5. Discussion and Decision items

a. Outcome of Constitutional Review Committee meeting

Proposed revisions to section 4 (Appointment and Removal of Directors and Officers and Their Duties and Powers) were circulated. Members were asked to review the changes before the next meeting.

b. Clock stoppage issue regarding letters of discipline

This was discussed at LAM regarding letters of discipline or other letters in personnel files. Letters of discipline remain in personnel files for 2 years. What happens if the member takes a leave during those two years? Does the clock stop while they are away? Does educational leave, maternity leave, probation, leave of absence, sick leave, disability leave, or other such leaves, count as part of the 2 years the discipline letter stays on file? An option may be to disallow any leave requests if there is a discipline letter on file. This may be brought to bargaining by management.

c. Fitness classes

There are now classes at CEP that are paid for directly by those attendees who cannot attend regularly scheduled classes due to their work schedules. It may be good to address with the OH&S committee the issue of fitness classes and the administration work required to run them. It would also be helpful to add a few questions about fitness classes on the bargaining survey. Because this is a narrow interest but valuable expenditure, it needs to be presented to the membership.

ACTION: Noham will ask Mo Bual to discuss with management about the possibility of the OH&S committee helping to source solutions for the administrative demands of running these fitness classes.

d. MLA David Eby

Education critic David Eby is coming to speak to students at AfterMath. Vicki responded to his assistant expressing hesitancy to send out a notice to employees about the visit because the venue may be too small. After some discussion, we agreed that Vicki should invite David Eby to make a separate presentation to the membership at a different time.

e. PD policy

Tabled for approval at the next meeting. If anyone wants to take labour education, they need to be aware of this policy.

f. Added duties for faculty: issue of registering students

OReg went through a review and the outside reviewer recommended that they off load some duties to departments. A good portion was off loaded to the non-teaching faculty in admissions. The paper forms which faculty sign and give to students to bring to admissions are being falsified. The issue is faculty are now expected to manually register students from a waitlist. The old process in the system to add a student does not seem to exist now, so the only way to add a student is a very inefficient and time consuming process for faculty. Two issues: 1) issue of faculty workload, and 2) fixing a mess that OReg started.

ACTION Rhonda/Vicki B: Rhonda will provide Vicki will some information to bring to LAM.

6. Information items

None

7. Adjourn – 12:00 pm.

Next meeting: Thursday, February 27, 2014, 9:30-12:00pm, A225.