

LMC meeting notes

November 28, 2008, 2:00-3:30 PM

Present: Neil Besner, Kristine Hansen, Lisa McGifford (chair), Laurel Repski,
Laura Sokal, Carole Anderson
Regrets: David Burley

Minutes of November 14, 2008 meeting

- Laura Sokal's last name was misspelled in the attendance list.
- Under "Items to be acted on as a result of discussion in November 14 meeting", the wording of the action required regarding Item 9 from the UWFA list should be: "An announcement will be made to the effect that first-year course release for hires is automatic, and that second-year course release for hires who began in 2008 will be granted automatically as well. Second-year course release for hires coming in as of 2009 is discretionary as articulated in the contract."
- Under point 2 of "Discussion", it is not Kristine who will work with Laurel and Mary Ann Walls.
- **MOTION: to approve minutes of the November 14, 2008 meeting as amended (Lisa/Kristine). Carried**

Reports/Updates

- 3a. Neil and Kristine drafted a joint communiqué regarding the Committee and the Committee's progress; it is approved by the Committee.
ACTION: Lisa will send the communiqué to UWFA main, Neil to Senior Admin.
- 3b. Faculty postings always go through the Deans, and should be sent to UWFA.
ACTION: Laurel will remind Deans and Associate Deans (including Collegiate) of the need to send job postings to UWFA.
- 3c. Article 35 of the Collective Agreement speaks to the constitution of an Equity Sub-Committee. An LOU to clarify the clause may be needed (Hansen/Repski e-mail of November 24, 2008 attached). A search for sub-committee members may be conducted through UWFA. A form to collect nominations for the sub-committee has been developed as a draft, but nothing will be sent until January. It should be made clear that, in order to have balance on the sub-committee, not everyone who applies or is elected will be appointed. It should be established that equity groups identified in the Legislation are reflected in the Clause.
ACTION: Lisa will check Legislation.
If a modification were required, the LMC would make a recommendation to Brian Stevenson and Kristine, who could then handle the change.
The original report regarding pay equity for women is available. It appears that there 89 people are on the list to be addressed.
ACTION: Laurel is arranging for a 1999 payroll list to be created.

- 3d. David and Laura met to discuss teaching evaluations, and are working to constitute a sub-committee, with hopes for a January meeting, and a survey of faculty by the end of March. The survey may be released without further consultation with the LMC. Suggested sub-committee members are: Ernie Prokopchuk, Pauline Pearson, and Barb Wilton (UWFA Student Advocate). **MOTION: to approve membership as suggested. (Laura/Lisa) Carried.** Initial investigation reveals that using WebCT for course evaluation will not work. Choices appear to be: the purchase of an on-line package; the development of our own system; contracting out. It is suggested that Senate be notified when this sub-committee has been struck.
- 3f. Collective Agreement forms needs attention; the Tenure and Promotion forms need attention urgently. Faculty members still have the option of applying for Tenure and Promotion separately, and these members may use the old forms. But it may also be that, since the forms are not yet widely distributed, members who wish to apply for both Tenure and Promotion will still use the old, separate forms. DPCs receiving applications should ensure that forms submitted reflect the choice of applying for one or both.
ACTION: Neil will write to Deans asking them to pass word to DPCs, requesting that DPCs receiving separate applications for Tenure and Promotion ensure that the application reflects the member's choice to apply separately, and not just that the old form was used. The new form will be attached to the message that Neil sends.
It was noted that a new form will be required for FTPC and UTPC. There is no need to note procedures for external referee letters on the application forms; however, a change to the new form is required.
ACTION: Lisa will arrange to have the section for "dissenters' signature" removed from the form, then send it to Neil to be included with his memo to Deans.
- 3e. Laurel has a draft of a new Respectful Workplace Policy ready, with procedures to accompany it. It is possible that the Workplace Health and Safety Act will have an impact on the draft.
ACTION: Laurel will send the Policy and Procedures to Unions and Senior Admin by Monday. The draft may be reviewed at the next LMC meeting.
- 3g. Completed.
- 3h. Neil and David have drafted a memo regarding workload; it is approved by the Committee.
ACTION: Kristine will send the memo to UWFA main; Neil will send to Senior Admin.

- 3i. Lisa is working on the terms of reference for the Committee.
ACTION: Lisa will report to the Committee at the next meeting.

Unfinished Business

- 4a. Laurel spoke to Michael and Gino about the IUS librarian position during bargaining; it appears that some elements of the work done by the IUS librarian belong inside of the UWFA bargaining unit, and some does not. Mobility is an issue. It appears that all parties agree on exactly what work is being done by the IUS librarian.
ACTION: Lisa and Laurel will collect views from interested parties and bring a recommendation to the Committee.
- 4b. The issue of flexible retirement needs to be addressed.
ACTION: Laurel will ask Mary Ann Walls to check legislation.
- 4c and 4d. Tabled.

New Business

- Is it useful to fold contract faculty into UWFA main with particular clauses to apply to contract faculty? Are their interests the same?
- 5a. Addressed.
- 5b. Tabled.
- 5c. Course release provided to UWFA will be 1.5 FCEs, to be used in a way that works for UWFA. The maximum course release for the chief negotiator would be 1.5 in an academic year.
- 5i. Some UWFA members take exception to signing the research memo being used the Research Office, with concerns that it over-steps Article 14.9. UWFA requests that the document be withdrawn until it has been discussed, with the possibility that documents already signed be destroyed.
ACTION: Neil will obtain a copy of the memo and send it to the Committee. Neil and Laurel will review the memo.

Discussion

- Is it useful to fold contract faculty into UWFA main with particular clauses to apply to contract faculty? Are their interests the same?

Next Meeting

- The next meeting of the LMC will be January 23, 2008, 2:00-3:45 PM, 9th floor Rice Boardroom