

# QUFA VOICES

## SPECIAL COLLECTIVE AGREEMENT RATIFICATION ISSUE

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### PRESIDENT'S VOICE

## QUFA Members Vote Overwhelmingly for Ratification

By Peter Dacin  
President, QUFA



Welcome to this special Collective Agreement ratification issue of *QUFA Voices*. While compared to past Agreements the negotiation process

took considerably longer this time, both the Executive and the Council were pleased with the overall outcome and, as you know, recommend ratification. QUFA Members, of course, had the ultimate

### CAMPUS IMAGES

## QUFA People



**Ramneek Pooni, Susan Fitzgibbon, and QUFA President Peter Dacin at this past spring's QUFA Annual General Meeting. They're just a few of the people who keep your faculty association running smoothly!**

*Please send your own original campus images to [mayr@queensu.ca](mailto:mayr@queensu.ca).*

say in the actual ratification of this Agreement, and we were happy to report that you voted overwhelmingly in favour of ratification.

Bargaining on behalf of you, our Members, QUFA spent considerable time listening to the issues you wanted addressed in this Collective Agreement and tried to keep you informed of what was happening in the negotiations all the way through the process. We thank each and every one of you who participated in this process through your individual e-mails or your participation in any of the caucuses, committees, and forums that were held. It was very important for the Bargaining Team to hear your voices, and they heard them loud and clear. We also hope that you felt well informed throughout the process, and we will continue to keep you informed about the goings-on with respect to the administration of any Agreements and Faculty-University relations.

To begin the discussion of the new Collective Agreement, in this issue we hear from several individuals who discuss a variety of priority areas with which they were involved during bargaining. We hope you take the time to read these articles and that you find them useful. We hope to provide more in-depth coverage on these areas in future publications. In addition to matters concerning the new Collective Agreement, this issue contains other items that should be of interest to you, including our Statement of Support for Unionization in response to recent organization efforts by both the University's Administrative Staff and by Teaching Assistants and Teaching Fellows. As always, if you have any questions, comments, or concerns, please feel free to contact me or the QUFA Office.

Given the length of time it took for the Bargaining Teams to reach an agreement, we do want to recognize all of the effort that the QUFA

Bargaining Team put into this round of bargaining. In addition to being in actual negotiation for more than six months, our Chief Negotiator, Marvin Baer (Law, retired), and his team, Dianne Beauchemin (Chemistry), Sam Kalb (Library), Bruce Pardy (Law), and Monika Holzschuh Sator (German), spent many additional hours incorporating your input into developing QUFA proposals for consideration by the University, as well as just as many hours preparing responses to the University's proposals. We also want to recognize the work of QUFA staff, especially Susan Fitzgibbon, for all the support they provided the Bargaining Team so far.

Finally, I would like to say thank you to two members of the QUFA Executive whose terms ended on 1 July. Brian Butler (Psychology), who ended his term as Chair of the Council of Representatives, deserves recognition for his efforts during bargaining and for all of the changes to Council meetings introduced during his tenure. As a result of these changes, Council meetings clearly became more informative, participative, and interactive. Roberta Lamb (Music) is also ending her term on Executive as the Chair of the Political Action and Communications Committee. Thank you, Roberta, for all your contributions during your time on Executive and especially for all of your efforts during this last round of bargaining. Your efforts directed at pushing us forward on several issues up for negotiation and at developing QUFA's communication strategy were instrumental in allowing us to achieve what we did. We look forward to both of you continuing to be active QUFA Members.

Until next column, take care.

*Peter Dacin can be reached at [pdacin@business.queensu.ca](mailto:pdacin@business.queensu.ca).*

FYI

## Some Highlights of Your New Collective Agreement

Edited by Robert G. May  
Editor, *QUFA Voices*



Here are some highlights of your newly ratified QUFA Collective Agreement.

If you have any questions about this information, or if you wish any further information about the new Collective Agreement in general, please do not hesitate to contact Susan Fitzgibbon, Elaine Berman, or Ramneek Pooni.

*Susan Fitzgibbon can be reached at [fitzgibb@queensu.ca](mailto:fitzgibb@queensu.ca), or at extension 33224.*

*Elaine Berman can be reached at [qufa@queensu.ca](mailto:qufa@queensu.ca), or at extension 33033.*

*Ramneek Pooni can be reached at [poonir@queensu.ca](mailto:poonir@queensu.ca), or at extension 33270.*

### Working Towards Job Security for Adjunct Members

By Susan Fitzgibbon  
Member Services Officer, QUFA

#### Article 1

The appointment category of "Sessional Adjunct" no longer exists.

A Term Adjunct appointment is now defined as a limited-term appointment of one term to three years' duration with appropriate rank and a limited range of academic responsibilities. Term and Continuing Adjunct Members seeking promotion to

Associate Professor must meet the same criteria as for full-responsibility faculty. Adjunct Members who are already Adjunct Associate Professors will not see a change in their rank, and they will not be required to use the “Adjunct” modifier outside of Queen’s.

Term Adjuncts who have accepted offers of appointment must be notified in writing within ten days of acceptance. The written confirmation must include the details of the appointment, duties, and compensation.

The specific right of reappointment (ROR) for Term Adjuncts remains the same as in the SABU Agreement—a Term Adjunct who has taught one or more half courses at Queen’s at least twice over a minimum of two consecutive years will be offered reappointment to teach the same specific course(s). General ROR (not course specific but a right to a given full-course equivalent equal to all the specific RORs earned) is attained through three or more years of consecutive service multiplied by the *cumulative* total of the full-course equivalents taught equalling twelve or more. Reappointment for Term Adjuncts with general ROR shall be not less than two years and not more than three years. Term Adjunct Members who will become eligible for general ROR will be notified no later than the first day of the term before they become eligible (so that reappointment with general ROR can be considered by the department’s Adjunct Appointments Committee and granted twice a year, instead of once a year).

Eligibility for Continuing Adjunct appointment has been divorced from promotion in rank. Members who have a minimum of six consecutive years of service as bargaining unit Members and whose years of service multiplied by the *cumulative* full-course equivalents they have taught in that period equals 72 may apply for

a Continuing Adjunct Appointment (Members who have held Non-Renewable, Non-Renewable Replacement, Non-Renewable Spousal/Partner, and Special appointments and who move to Term Adjunct appointments with consecutive service will be able to count those years and full-course equivalents). Authorized leaves will not be considered a break in service, nor shall one gap in membership in the Bargaining Unit for not more than twelve months due to lack of work.

The department’s Renewal/Tenure/Promotion Committee will consider applications for Continuing Adjunct appointments. Members appointed as Continuing Adjuncts will be entitled to a course load no less than the higher of the average number of half courses taught per year in all years used to calculate eligibility for the Continuing appointment or the average number of half courses taught per year in the last three years.

*Susan Fitzgibbon can be reached at [fitzgibb@queensu.ca](mailto:fitzgibb@queensu.ca).*

### **New Accommodation Provisions Will Help Members with Disabilities**

**By Susan Fitzgibbon  
Member Services Officer, QUFA**

#### **Article 9**

There is a new Accommodation section in the new Collective Agreement that spells out the University’s legal obligation to accommodate Members with physical or mental disabilities, including a requirement for the University to hire an individual with appropriate expertise to assess the need for accommodation and to advise on an accommodation plan.

*Susan Fitzgibbon can be reached at [fitzgibb@queensu.ca](mailto:fitzgibb@queensu.ca).*

### **Memorandum of Agreement Signed on Intellectual Property**

**By Susan Fitzgibbon  
Member Services Officer, QUFA**

#### **Article 16**

For the most part, changes to the Intellectual Property article are clarifications in definitions and processes.

One substantive change is the elimination of the University’s licence to copyright material produced by Members. At the bargaining table, it became clear that both sides had concerns that would require more study and discussion. To that end, QUFA and the Administration signed a Memorandum of Agreement to appoint a Joint Committee to review matters relating to intellectual property created by Members in the course of their employment.

*Susan Fitzgibbon can be reached at [fitzgibb@queensu.ca](mailto:fitzgibb@queensu.ca).*

### **New Provisions on Harassment by Students**

**By Susan Fitzgibbon  
Member Services Officer, QUFA**

#### **Article 21A**

There is also a new article in which the University acknowledges that Members are entitled to be free from harassment by students. The University shall adopt rules and procedures to promote freedom from harassment by students and respond to actions that are inconsistent with this policy.

*Susan Fitzgibbon can be reached at [fitzgibb@queensu.ca](mailto:fitzgibb@queensu.ca).*

## An Important Step Forward on Privacy and Surveillance

By Vinny Mosco  
Department of Sociology

### Article 23

The new QUFA Collective Agreement takes a major step towards improving the quality of work life for Members because, for the first time, it provides specific language on surveillance that protects Members' privacy.

Article 23 clearly establishes Members' right to privacy and provides precise guidelines on surveillance. The contract also describes the conditions under which permissible surveillance can take place and what can and cannot be done with the data. For example, it stipulates that public places requiring video surveillance must be identified by a posted notice. Moreover, surveillance of a Member's offices and/or laboratories cannot take place without that Member's approval. Furthermore, data gathered from surveillance cannot be used in disciplinary actions unless it shows evidence of unlawful activity.

This marks an important first step in an area of growing concern. According to my research, while Canadian unions have been very slow to adopt such privacy protections, university unions are an important exception. So, while QUFA is ahead of many unions, it is joining a growing trend among faculty bargaining units.

*Vinny Mosco can be reached at [moscov@queensu.ca](mailto:moscov@queensu.ca).*

## Renewal, Tenure, and Promotion Process: Three Deadlines from Previous Collective Agreement Remain in Place for Summer 2008

By Elaine Berman  
Administrative Officer, QUFA

### Article 30

Three summertime deadlines related to Renewal, Tenure, and Promotion processes for tenure-track/tenured

faculty and continuing-track/continuing librarians and archivists were slated to change to slightly earlier dates in the new Collective Agreement. However, because the ratification process ended on 26 June, the parties have agreed that the following three steps in the RTP processes will adhere to the old dates from the 2005-2008 agreement, but only during this summer of 2008:

**Article 30.8.4:** Within a reasonable time of receiving notification of the Member's application (See Article 30.7.3) and no later than 1 August, the Unit Head shall arrange a meeting with the Member to give advice on the application and discuss the suitability of potential referees.

**Article 30.8.6.2:** The Member shall provide a list of prospective referees to the Committee no later than 1 August.

**Article 30.9.1:** (Member's Application File): By 1 September, the Member shall provide the up-to-date CV, the teaching summary or dossier, copies of all relevant scholarly or creative work, and a summary of the Member's contribution to the department, unit, faculty, University, discipline, and/or profession.

No Member who is an RTP applicant will be required to meet earlier deadlines for this summer.

*Elaine Berman can be reached at [qufa@queensu.ca](mailto:qufa@queensu.ca).*

## Heads and Deans to follow Unit Workload Standards

By Susan Fitzgibbon  
Member Services Officer, QUFA

### Article 37

This Article has undergone significant rewording in order to limit the ability of Heads and Deans to circumvent or ignore Workload Standard documents developed by Members in Units.

The functions of a Workload Standard are to allow Members to arrange their responsibilities in a way that provides the most efficient allocation of work and time (given the academic obligations of the Unit), to allow Members to see and understand the calculation of their own responsibilities and those of their colleagues, to distribute responsibilities equitably, to integrate teaching and research, and to define teaching loads in a manner that encompasses all teaching responsibilities.

In assigning duties among Members, the Unit Head should only take into account the Workload Standard, the service and/or teaching duties previously accepted by Members, whether a Member is in an initial appointment and is eligible for a less-than-typical service and teaching load, as well as the need to limit teaching assignments annually to two four-month periods in most circumstances.

University Archivist Members will also develop a Workload Standard to be ratified by the University Archivist, and the University Archivist shall follow the Workload Standard in assigning duties.

Prior to bargaining, many QUFA Members indicated that more faculty members were needed in their units to address workload issues. The Administration refused to include a

hard promise in the form of a percentage increase over the term of the Collective Agreement because of budgetary uncertainty. However, the Administration team agreed, in principle, that lowering the student/faculty ratio was desirable.

The “Complement” section added reads:

Subject to available funding, The University shall, during the currency of this Agreement, increase the Full-Time Equivalent of tenure and tenure-track faculty sufficient to decrease the weighted student/faculty ratio (including bridging appointments) as calculated in the Annual Budget Report prepared for the Senate Budget Review Committee.

*Susan Fitzgibbon can be reached at [fitzgibb@queensu.ca](mailto:fitzgibb@queensu.ca).*

## New Compensation and Benefits Figures

By Susan Fitzgibbon  
Member Services Officer, QUFA

### Article 42

In the 2008-2011 Collective Agreement, the across-the-board scale increase to salary for full-responsibility faculty Members will be 3.2% in each of the three years. The Assistant Professor Floor and Floor F will be indexed to the scale increase. There will be no change to structure of career development, merit, and junior increments/senior abatements in this Collective Agreement, but QUFA and the Administration have agreed to a Joint Committee to examine possible changes to the merit and career development system. The minimum annual stipend for academic Unit Heads will increase from \$7,000 to \$8,500.

The Anomalies Side-Table Fund has increased from \$150,000 to \$350,000

per each year of the Agreement. \$150,000 will address within-discipline group anomalies and \$200,000 to address between-discipline group anomalies in the six non-market-driven discipline groups. The Principal's Anomaly Fund shrinks from \$220,000 to \$150,000. Librarian/Archivist Members' salary Floor will increase to \$50,000 in 2008-2009, to \$51,600 in 2009-2010, and to \$53,251 in 2010-2011. There will be a Special Adjustment of \$3,000 per Member spread over three years to bring the average salary more in line with the national average for this group.

Librarian/Archivist Career Development increments shall be calculated as follows in each of the three years (all calculations relative to the General Librarian/Archivist Floor): 4.3% for Members with salaries less than 1.25 times the Floor; 3.5% for Members at less than 2.0 times the Floor; 1.5% for Members at less than 2.1 times the Floor; and 1.0% for Members with salaries greater or equal to 2.2 times the Floor. The value of a merit point for Librarian/Archivist Members has increased by scale (3.2%). The maximum number of merit points that can be added in a year by the VP (Academic) has changed from a fixed 12 to “not more than a number equal to one-third (1/3) of the librarian/archivist complement on 1 May of each year.” Junior increments and senior abatements for librarian/archivist Members have been eliminated. Librarians and Archivists now have access to the Principal's Anomaly Fund, as well as an anomalies fund of \$5,000 per year administered by the JCAA.

The minimum/normal administrative stipend for Library “department” heads is \$5,500, to be prorated if “department” head duties are less than full-time (however, no stipend shall increase by more than \$2,500). The Base Stipend per 0.5 credit course for Term Adjuncts increases

by scale and by a \$105 Special Adjustment in each of the three years (\$6,669 in 2008-2009, \$6,987 in 2009-2010, and \$7,315 in 2010-2011). Lab, practica, Applied Music, and additional duties compensation also increases by scale plus a proportion of the \$105. The four-year limit on the 1.5% increase in Base Stipend for years of teaching experience has been removed (there is now no limit to the number of credited years). The supplement to the Base Stipend for a 0.5 credit course is now minimum \$700 per term for each additional hour per week of assigned tutorial or lab duties over the first three hours of lectures, labs, or tutorials per week.

For the calculation of Continuing Adjunct compensation, the language relating to the determination of Members' FTEs now includes course-related administration and assigned extra duties, and a requirement to follow the Years of Experience Guidelines from the JCAA. In order to make sure FTEs are being calculated correctly, QUFA will receive information regarding a Member's FTE at the time of his or her appointment and any time the FTE changes.

All Members, except Term Adjuncts with appointments of less than two years, are eligible for benefits. Effective 1 May 2009, the University shall pay 100% of the Dental Plan premiums for those Members who are eligible for benefits. Long Term Disability will be mandatory for all Members who are currently enrolled and all eligible Members appointed after ratification. The Child Care Benefit now covers children under the age of seven instead of under the age of six. Ceilings on half-day and full-day reimbursements are eliminated, as is the limit to 50% of usual and customary billings. The annual limit is raised from \$2,000 to \$2,250. All Members are eligible for the full amount. In relation to the Tuition Support Plan, Adjunct Members'

spouses and dependent children are now eligible for an amount prorated to 25% of the full per-annum amount per half-credit course a Member teaches. Term Adjuncts who have been appointed as Commuting Adjuncts will be able to claim either accommodation amounts for rent (with rent receipts) or those for stays in B&Bs.

The wording preventing changes or amendments to benefits plans (including the Pension Plan) without the agreement of the Association remains unchanged.

Susan Fitzgibbon can be reached at [fitzgibb@queensu.ca](mailto:fitzgibb@queensu.ca).

Robert G. May can be reached at [mayr@queensu.ca](mailto:mayr@queensu.ca).

FYI

## Support for Unionization of Employees at Queen's



### Support Statements

*QUFA's Executive recognizes the right of Teaching Assistants and Teaching Fellows at Queen's University to organize as a certified bargaining unit and encourages and supports them in their efforts to do so.*

*QUFA's Executive recognizes the right of Queen's University's administrative staff and other non-unionized employees to organize as a certified bargaining unit and encourages and supports them in their efforts to do so.*

### Pledge of Respect Resolution from the QUFA Executive

Whereas the freedom of association and unionization is a fundamental human right, protected by Canada's Charter of Rights and by Ontario's Labour Relations Act, 1995,

And whereas the freedom of inquiry and exchange of ideas is one of the core principle values of the Queen's University community,

And whereas the *Ontario Labour Relations Act (1995)* requires that "no person acting on behalf of an employer or an employers' organization shall participate in or interfere with the formation, selection, or administration of a trade union," including the use of "coercion, intimidation, threats, promises, or undue influence,"

Therefore be it resolved that the Queen's University Faculty

Association (QUFA) Executive adopts a Pledge of Respect to promote and affirm the right of Queen's University staff employees, teaching assistants, and teaching fellows to discuss and decide the question of unionization free from employer interference,

Be it further resolved that QUFA calls on its Members, whose administrative responsibilities require them to manage administrative support staff and other potential bargaining unit Members, and/or to supervise teaching assistants and teaching fellows, to remain neutral during their decision-making process.

And finally, QUFA calls on Principal Williams and the University Administration to adopt this Pledge of Respect for Queen's staff, teaching assistants, and teaching fellows, and to remain neutral throughout their decision-making process regarding unionization.

For more information, please contact the QUFA Office at [qufa@queensu.ca](mailto:qufa@queensu.ca).



## Help Spread the Word!

QUFA asks you to print out a copy of *QUFA Voices* and to post it in a visible place in your department or unit. Thanks!



## QUFA Voices Wants to Hear from You!

What do you think of the new Collective Agreement?

Send a letter to the editor to

[mayr@queensu.ca](mailto:mayr@queensu.ca)

and you may see it in a forthcoming issue of *QUFA Voices*!

ANNOUNCEMENT

# Accessibility Committee Nominations Are Now Open

By Jeanette Parsons  
Accessibility and Equity Coordinator



Vice Principals Deane, Morrison, and Simpson are currently accepting nominations of members of the

Queen's community to serve on the Queen's Accessibility Committee (QAC). The QAC brings together community members and representatives of various University groups working collectively to make Queen's University accessible for people with disabilities. The QAC meets for 1½ hours each month throughout the academic year. Other time commitments may include serving for short periods on additional subcommittees, as established to address specific accessibility issues. Kathy Jackson (Undergraduate Coordinator, School of Kinesiology and Health Studies) is the Committee Chair.

Nomination forms and more information about the QAC is available on the Web site of the Office of the University Advisor on Equity:

<http://www.queensu.ca/equity/index.php>

Please contact Jeanette Parsons if you have questions or to request copies of the nomination form in alternative formats.

*Jeanette Parsons can be reached at [jeanette.parsons@queensu.ca](mailto:jeanette.parsons@queensu.ca), or at extension 78984.*

ANNOUNCEMENT

# Council on Employment Equity Chair Nominations Are Now Open

By Jeanette Parsons  
Accessibility and Equity Coordinator



Principal Williams is now seeking nominations of employee members of the Queen's

community to serve the role of Chair of the Council on Employment Equity. Members of all employee groups, including faculty, staff, research, or contact, are eligible for nomination.

The Council, reporting to the Principal, assists with advancing equity in employment by monitoring the University's compliance with the Federal Contractors Program and making recommendations on matters pertaining to employment equity.

The Council meets once a month during the academic year.

To read the full notice or to receive a copy of the nomination form, please see the Web site of the Office of the University Advisor on Equity:

<http://www.queensu.ca/equity/index.php>

Please contact Jeanette Parsons for more information.

*Jeanette Parsons can be reached at [jeanette.parsons@queensu.ca](mailto:jeanette.parsons@queensu.ca), or at extension 78984.*



## QUFA Has an Online Presence!

Be sure to visit the QUFA Web site, which contains complete and regularly updated information on everything you need to know about your faculty association.

- Copies of Collective Agreements
- Bargaining Updates
- Information for Prospective Faculty
- Information for Faculty, Librarians, and Archivists
- Information for Adjuncts
- Information on Pensions
- Information for Retirees
- Schedule of Workshops and Events
- Copies of QUFA Publications
- Information on QUFA Governance
- Interesting Links
- Complete Contact Information

... and more!



[www.qufa.ca](http://www.qufa.ca)