Table of Contents
1 QUFA Executive.......................................................................................................................... 2
  1.1 EXECUTIVE & STAFF CONTACT INFORMATION ................................................................. 3
  1.2 LOCATION OF QUFA OFFICE............................................................................................... 4
  1.3 THE ROLE OF THE QUFA EXECUTIVE .............................................................................. 5
    1.3.1 Figure: Relationships between QUFA Executive, QUFA Standing Committees and
           QUFA staff............................................................................................................................... 7
  1.4 LIMITATIONS UNDER THE ONTARIO LABOUR RELATIONS ACT................................. 7
  1.5 GENERAL GUIDELINES FOR QUFA EXECUTIVE MEMBERS ........................................... 8
  1.6 WHERE TO FIND MORE INFORMATION ABOUT QUFA, QUEEN’S, AND THE
      QUEEN’S COMMUNITY............................................................................................................. 9
  1.7 ACRONYMS FOR QUFA, QUEEN’S AND RELATED ORGANIZATIONS ......................... 9
2 QUFA Membership, History and Organization ........................................................................ 12
  2.1 QUFA MEMBERSHIP: BARGAINING UNIT & ASSOCIATION (UNION)............................... 13
  2.2 HISTORY .................................................................................................................................. 14
  2.3 QUFA ORGANIZATION AND REPORTING RELATIONSHIPS ........................................... 15
  2.4 RELATIONSHIP BETWEEN QUFA COUNCIL AND THE EXECUTIVE COMMITTEE.... 15
  2.5 REVISED COUNCIL PROTOCOL......................................................................................... 15
  2.6 HOW QUFA FITS INTO THE UNIVERSITY GOVERNANCE STRUCTURE........................... 17
    2.6.1 Figure: QUFA & the University Governance Structure ............................................... 17
3 QUFA’s Relationship to Other Organizations .......................................................................... 18
  3.1 QUFA’S RELATIONSHIP TO CAUT AND OCUFA................................................................. 19
  3.2 QUFA’S RELATIONSHIP WITH LABOUR ORGANIZATIONS ........................................... 19
  3.3 OTHER UNIONS AND EMPLOYEE GROUPS AT QUEEN’S UNIVERSITY ............................ 21
  3.4 NON-UNIONIZED EMPLOYEE GROUPS AT QUEEN’S ....................................................... 22
  3.5 STUDENT GROUPS AT QUEEN’S........................................................................................... 23
1 QUFA Executive
### 1.1 EXECUTIVE & STAFF CONTACT INFORMATION

#### QUFA Executive Committee 2018-2019

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department</th>
<th>Extension</th>
<th>Email</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>
1.2 LOCATION OF QUFA OFFICE

Queen's University Main Campus
1.3 THE ROLE OF THE QUFA EXECUTIVE

QUFA is the exclusive bargaining agent for all faculty, librarians, and archivists at Queen’s University and for the faculty at the Queen’s School of Religion. The Association’s aims are to promote the interests of academic staff, including faculty, librarians and archivists; to promote equity in recruitment and hiring of academic staff; to promote a positive working environment free of discrimination, interference, restriction, or coercion; to provide appropriate representation for all QUFA members; and to promote academic interests at Queen’s and at the Queen’s School of Religion and in the broader community.

The QUFA Executive is entrusted by QUFA members to negotiate Collective Agreements and then to protect those agreements between rounds of negotiations. Members of the bargaining units vote to elect the Executive Officers at the Spring General Meeting and when they ratify their respective Collective Agreements.

Currently there are six standing committees that report to the Executive and to Council through the Executive and submit annual reports to the Spring General Meeting. Council must approve the Terms of Reference for all standing committees. (QUFA Constitution, Article 8.4.vii.) The standing committees have the right to report to Council directly, and Council may request that they do so. (QUFA Constitution, Article 10).

1. The Joint Committee to Administer the Collective Agreement (JCAA) is composed of representatives from QUFA and the Administration. QUFA represents the interests of academic staff in discussions and interpretations of the Collective Agreement(s) during the deliberations of this committee at monthly meetings. (Collective Agreement Article 13). The Committee to Manage the Collective Agreement (CMCA) is a larger advisory group that provides advice to the QUFA side of the JCAA.

2. QUFA advises and assist members who require advice or believe that they have been treated unfairly with respect to their employment, via QUFA’s staff under the aegis of the Grievance Committee (a confidential committee of Association members) and the QUFA side of the JCAA.

3. The Political Action and Communication Committee (PACC) responds to unfolding events and initiates and participates in campaigns with a focus on communicating with and organizing of QUFA members. Fair Employment Week efforts, to promote awareness of Contract Academic Staff (Adjuncts) problems, is one example. Quality Matters, OCUFA’s campaign to inform the public and the government about the decline in academic quality due to underfunding is a second example.

4. The Finance Committee draws up a yearly budget for Council approval, monitors expenses, and recommends investment policies and membership fee rates to Executive and Council (QUFA Constitution Article 15).
5. The Nominations and Elections Committee is appointed annually by Council in January. This committee is most active from January until April preparing a slate of candidates for the Spring General Meeting. At other times, they make recommendations for positions that become vacant through resignations or various reasons (By-law No. 1).

6. The Staff Relations Committee is responsible for assessing staff performance, staff workload, developing staff employment policies, allocation of human resources and recommendations of release time resources to volunteers who take on the most time-consuming QUFA positions.
1.3.1 Figure: Relationships between QUFA Executive, QUFA Standing Committees and QUFA staff

(Approved by QUFA Executive October 6, 2009)

1.4 LIMITATIONS UNDER THE ONTARIO LABOUR RELATIONS ACT

The mandate of a certified union is to represent its members to management. Management consists of those excluded from the bargaining unit (i.e., some Directors of Schools; all Associate Deans, Deans, Vice-Presidents, President and members of the Board of Governors); however, the union can request members against the actions of Heads if the Head is acting in her/his managerial role. Note that Heads are members. The union cannot represent one member against another.
The union is under a legal duty to fairly represent the members of the bargaining unit. Therefore, those individuals who have been approved as charity exemptions are entitled to our services as are dues paying members. Fair representation does not mean that the union is obligated to take any and all cases through expensive litigation; instead we give due and proper consideration to our disposition of a case. As individuals who believe they have been unfairly represented have a legal right to sue the union, it is important to ensure that the union can meet any such case with a documented record of proper consideration.

Revised August 19, 2010

1.5 GENERAL GUIDELINES FOR QUFA EXECUTIVE MEMBERS

1. Confidentiality (a gentle reminder)
Information shared at Executive and QUFA Committee Meetings is confidential until the Executive agrees that it can be made public.

The QUFA Executive often generates numerous iterations of a communication piece before it is approved by the Executive for distribution to QUFA Members. ALL OF THESE DRAFTS ARE CONFIDENTIAL UNTIL THE FINAL VERSION HAS BEEN APPROVED BY THE EXECUTIVE.

2. Who speaks for QUFA?
The QUFA President is QUFA’s spokesperson. Their contact information is available on the QUFA home page (http://www.qufa.ca) under Contact Us.

3. What Can Individual Members of the QUFA Executive Say or Do?
MOTION to approve Protocol for Executive Members (September 2010):

“As Executive members we are free to express our personal opinions by writing letters, signing open letters, commenting on facebook and blogs, etc., as long as we do not sign or speak as members of the QUFA Executive.”: as amended A Burfoot; V Mosco: Carried

Generally the QUFA President, Vice-President and Past President will only sign letters or other communications that have been approved by the QUFA Executive.
1.6 WHERE TO FIND MORE INFORMATION ABOUT QUFA, QUEEN’S, AND THE QUEEN’S COMMUNITY

QUFA’s Website:  www.qufa.ca/

Queen’s University Website:  http://www.queensu.ca/

Copies of the current Collective Agreement 2015-19 between Queen’s University Faculty Association and Queen’s University at Kingston are available as follows:

- Hard copies will no longer be made widely available. The official electronic copy can be viewed at QUFA’s website:

- QUFA’s Collective Agreement 2015-2019 can be found at http://qufa.ca/collective-agreement/.

Also below are a few links on the QUFA website that may be of interest.

- QUFA Personnel and Contact Information for the QUFA Staff, Executive, Council of Representatives, Standing and Ad Hoc Committees:  http://qufa.ca/about/contacts-and-organization/

- QUFA Constitution & Policy Documents:  http://qufa.ca/about/constitutional-documents/

1.7 ACRONYMS FOR QUFA, QUEEN’S AND RELATED ORGANIZATIONS

AMS  Alma Mater Society (Queen’s Undergraduate Student Government)
BU  Bargaining Unit
CA  Collective Agreement (QUFA)
CAS  Contract Academic Staff (Adjuncts)
CAUBO  Canadian Association of University Business Officers
CAUT  Canadian Association of University Teachers
CCLA  Canadian Civil Liberties Association
CFS  Canadian Federation of Students (CFS-O Canadian Federation of Students-Ontario)
CMCA  Committee to Manage the Collective Agreement (QUFA)
COU  Council of Ontario Universities (i.e., representing their chief administrators)
CTAQ  Clinical Teachers’ Association of Queen’s University (faculty members in the OMA)
CUPE  Canadian Union of Public Employees
FCS  Federation of Canadian Students
FGM  Fall General Meeting (QUFA)
FLA BU  Faculty, Librarians, & Archivists Bargaining Unit
GREB  General Research Ethics Board (Queen's)
GROR  General Right of Reappointment for Term Adjuncts (see Article 32 in QUFA CA)
HEQCO  Higher Education Quality Council of Ontario
HRC  Human Rights Code (Ontario)
HRO  Human Rights Office (Queen's)
KLC  Kingston (and District) Labour Council
MTCU  Ministry of Training, Colleges and Universities (Ontario)
NUCAUT  National Union of CAUT
OCUFA  Ontario Confederation of University Faculty Associations
OFL  Ontario Federation of Labour
OMA  Ontario Medical Association (representing all medical clinicians in province)
ONA  Ontario Nurses Association (representing nurses in the province)
OLRB  Ontario Labour Relations Board
OPIRG  Ontario Public Interest Research Group
OPSEU  Ontario Public Services Employees Union
PARTEQ  Partners in Technology at Queen’s (Queen's)
PER  Professional Expense Reimbursements (see Article 36 in QUFA’s FLA CA)
PSAC  Public Service Alliance of Canada (representing Queen’s TAs)
QUASR  Queen’s University Administrative Systems Replacement (aka People Soft)
QRSR  Queen’s School of Religion (formerly Queen’s Theological College)
QSR BU  Queen’s School of Religion Bargaining Unit
QUFA  Queen’s University Faculty Association
QUASA  Queen’s University Staff Association
ROR  Right of Reappointments (for Term Adjuncts see Article 32) (Queen's)
SCAD  Senate Committee on Academic Development (Queen’s)
SEEC  Senate Educational Equity Committee
SGM  Spring General Meeting (QUFA)
SGM  Sack, Goldblatt, Mitchell (QUFA’s outside legal counsel)
SGPS  Society of Graduate and Professional Students (Queen's)
UAEO  University Advisor on Equity Office (Queen's)
UPAC  University Promotion Advisory Committee (Queen's; see CA Article 32.3)
USAT  University Survey of Student Assessment of Teaching Sub-Committee (formerly QUEST)
USW  United Steel Workers (representing Queen’s Support Staff & Academic Assistants)

### COMMON TERMS FOR QUFA STRUCTURES

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tr>
<td>CMCA</td>
<td>Committee to Manage the Collective Agreement (Advisory Group to JCAA)</td>
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<td>Council</td>
<td>QUFA Council of Representatives</td>
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<tr>
<td>Executive</td>
<td>QUFA’s Executive Committee</td>
</tr>
<tr>
<td>JCAA</td>
<td>Joint Committee for Administering the Agreement (QUFA &amp; University Administration)</td>
</tr>
<tr>
<td>PACC</td>
<td>Political Action and Communications Committee (QUFA)</td>
</tr>
</tbody>
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### NOTES:
2 QUFA Membership, History and Organization
2.1 QUFA MEMBERSHIP: BARGAINING UNIT & ASSOCIATION (UNION)

Queen's University Faculty Association (QUFA) is the sole bargaining agent for members of the Faculty, Librarian and Archivists (FLA) Bargaining Unit. In 2007, Members in QUFA’s Faculty, Librarian and Archivist (FLABU) and Sessional Adjunct (SABU) Bargaining Units amalgamated to form the current FLA Bargaining Unit. The Queen’s School of Religion Bargaining Unit (QSR BU) certified in 2009 under the aegis of QUFA; then the QSR bargaining unit merged with FLABU in the spring of 2012. Membership in the FLA bargaining unit is defined in Article 1 of the Collective Agreement 2011-2015.

There are two types of QUFA memberships: membership in the Bargaining Unit and membership in the Association (Union).

Membership in the FLA Bargaining Unit
All Queen’s University Faculty (with a few exceptions, e.g., clinician faculty who are members of the OMA and therefore excluded by the OLRB) are automatically members of the FLA Bargaining Unit. Members of the Bargaining Unit can vote on their Collective Agreement: ratification and job action.

Dues
Dues are deducted automatically by the University’s Financial Services for Members of the Bargaining Unit.

Membership in the Association (Union)
Membership in the Association (Union) is open to all members of the FLA Bargaining Unit. Membership is voluntary and may be obtained by completing an application form and ensuring that it has been received by the QUFA office. No additional payment of dues is required to become a member of the Association (Union). Association (Union) Members can participate in the day-to-day decision making processes of the Association (Union) by being elected to hold an office on the Executive Committee or on the Council of Representatives, or by serving on the Negotiating Team and/or on supporting committees. Members of the Association (Union) vote on the election of officers and on policy matters of the Association at general meetings. In addition to the members of the FLA Bargaining Unit, membership in the Association (Union) is open to clinical faculty in the Faculty of Health Sciences who are eligible for membership in the Clinical Teachers’ Association of Queen’s University (CTAQ), and to such other groups as the Association may determine.

Active QUFA membership is open to all members of the bargaining unit. Membership in the Association is voluntary and may be obtained by completing an application form obtainable from the QUFA office or online at http://www.qufa.ca/groups/flabu/forms/FLABU_Member_Form.pdf. No additional payment of dues is required to become a member of the Association (Union). Only QUFA members in good standing are permitted to vote at meetings or hold a position in or on behalf of QUFA.

“Management”, defined as “some Directors of Schools, Associate Deans, Deans, Vice-Presidents, President, and members of the Board”, as well as the University Librarian, the Associate University Librarian and the University Archivist. (“Limitations under the Ontario Labour Relations Act”) have been excluded in QUFA’s collective agreement.
2.2 History

Faculty, Librarians and Archivists Bargaining Unit

The Association’s aims are to promote the interests of academic staff, including faculty, librarians and archivists; to promote equity in recruitment and hiring of academic staff; to promote a positive working environment, free of discrimination, interference, restriction, or coercion; to provide appropriate representation for all QUFA members; and to promote academic interests at Queen’s and in the broader community.

QUFA is the exclusive bargaining agent for all faculty, librarians, and archivists at Queen’s University. From its founding in 1951 until 1995, QUFA was a non-unionized Faculty Association organized by the professoriate to protect collective and individual rights, with librarians and archivists joining in 1977.

In November 1995, the majority of faculty as well as professional librarians and archivists at Queen’s were organized by QUFA into a certified collective bargaining unit under the Ontario Labour Relations Board. In May 2003, QUFA added a second bargaining unit when it also became the exclusive bargaining agent for almost all remaining part-time faculty (formerly called Sessional Adjuncts), who taught either individually or jointly at least one credit course for pay. With only a very few exceptions all Queen’s University faculty were automatically members of one of the two bargaining units, also known as the Faculty, Librarian & Archivist Bargaining Unit (FLABU) and the Sessional Adjunct Bargaining Unit (SABU).

The parties agreed that on July 1, 2007 FLABU and SABU, the two bargaining units would be amalgamated. Bargaining for a single collective agreement for the new unified Faculty, Librarian and Archivist Bargaining Unit commenced in late 2007 and the ratification process for the first amalgamated collective agreement were completed and took effect on June 27, 2008. The definition of individuals who are included in the amalgamated bargaining unit is available on QUFA’s website in Article 1 of the 2008-2011 amalgamated FLA Collective Agreement. Union dues are deducted automatically from salary by the University’s Financial Services.

Queen’s School of Religion Bargaining Unit

On April 21, 2009, the faculty members from the Queen’s Theological College were certified as a collective bargaining unit by QUFA. Negotiations for their first collective agreement commenced in the fall of 2009. The Collective Agreement was ratified by both sides on November 27, 2010. Because the QTC is referred to as the Queen’s School of Religion (QSR), the bargaining unit was then called the QSR Bargaining Unit. The QSR and FLA bargaining units merged in 2012.

Collective Agreements

Current and archived Collective Agreements are available on the QUFA website.
2.3 QUFA ORGANIZATION AND REPORTING RELATIONSHIPS

QUFA’s governing bodies are the Executive Committee, with 15 positions including the Officers, and the QUFA Council of Representatives, with 41 positions.

QUFA has seven standing committees for Grievance, Joint Committee to Administer the Collective Agreement (JCAA), Committee to Manage the Collective Agreement (CMCA), Political Action and Communication (PACC), Nominations and Elections, Staff Relations, Finance, as well as ad hoc committees (i.e. Budget Analysis Committee).

QUFA’s purposes, policies and procedures are specified by the QUFA Constitution and By-Laws, Protocols and Procedures, and by the Collective Agreement.

QUFA business is carried out predominantly by volunteer members. Counting all of the committees and sub-committees within QUFA, all of the joint QUFA-Administration committees, the University committees, and external posts that require QUFA representatives, there are about 250 positions to be filled by QUFA members each year.

2.4 RELATIONSHIP BETWEEN QUFA COUNCIL AND THE EXECUTIVE COMMITTEE

From the QUFA Constitution- Article 7: Governance

The governing bodies of the Association are composed of:

1. **The Council of Representatives**, which is responsible, in general, for approving the policies of the Association as formulated by the Executive Committee and, where necessary, for providing direction to the Executive Committee for the formulation of policy, subject to the provisions of the Constitution and By-laws, and to such directions as may be given at any annual or scheduled General Meeting;

2. **The Executive Committee**, which is responsible, in general, for establishing policy and for forwarding policy considerations to the Council of Representatives for approval; and

3. **The Executive Officers**, who are responsible for the ongoing administration and operation of the Association.

2.5 REVISED COUNCIL PROTOCOL

*Approved December 9, 2004*

1. **Duties and Powers of Council as Stated in Constitution**
   The Council shall be responsible for:
a) Acting on policy recommendations from the Executive Committee and instructing the Executive Committee in the development of policy for Council approval;
b) Approving the budget of the Association in accordance with this Constitution;
c) Approving general collective bargaining principles, in accordance with this Constitution;
d) Approving general grievance principles and procedures;
e) On the basis of Executive Committee recommendations, approving the staffing of QUFA Standing and Ad Hoc Committees, including their Chairs, and appointing members to joint employer-Association committees;
f) On the basis of Executive Committee recommendations, filling any vacancies which may arise in the course of the terms of appointees to such committees;
g) Approving terms of reference for Standing and Ad Hoc committees;
h) Approving policy on all employee staffing;
i) Directing the convening of special meetings of the Association, as required, in accordance with this Constitution.

2. Duties of Councillors

a) Represent on a regular basis the views of their constituents to Council and vice versa;
b) Advise their constituents regarding their rights and responsibilities under the Collective Agreement;
c) Direct constituents to the appropriate sources of assistance in seeking redress under the terms of the Collective Agreement; and
d) Advise Council and the Executive Committee of any problems encountered by constituents arising from the Collective Agreement and its implementation.

Note: In terms of representing constituents, the following guidelines should apply:

A. General information may go to all members of the bargaining unit. This excludes administrators above the level of heads.
B. Feedback from non-QUFA members, but members of the bargaining unit, is welcome and encouraged.
C. However, only QUFA members can be involved in the decision-making processes of the Association. Thus, while acknowledging input from non-QUFA members, Councillors should base their opinions on what their QUFA members have to say (except, of course, when they feel the need to take their own position as a matter of conscience or because they feel they have information that would alter the opinion of their colleagues if those colleagues had the same information). Consequently, when polls are taken within units, an effort must be made to distinguish between QUFA and non-QUFA members. Council should not be misled into voting on the basis of the opinions of non-QUFA members. All members of each bargaining unit are surveyed via bargaining questionnaires for purposes of establishing opinions on the current and future priorities for bargaining.
2.6 HOW QUFA FITS INTO THE UNIVERSITY GOVERNANCE STRUCTURE

Figure 3 demonstrates how QUFA fits into the University Governance Structure. Please note that the Senate deals with Academic Matters whilst the Board of Trustees oversees the management of University finances and property.

QUFA has one Senator (QUFA President-ex officio with voting rights). The Senate Faculty Caucus (http://senatefacultycaucus.wordpress.com/) is an important way that QUFA members can become more involved at this level in order to initiate changes and to respond to changes initiated by the Administration. Faculty Boards are another way that QUFA Members can provide leadership.

QUFA has three observers (President, Vice President and Past President) at the Board of Trustees meetings. The Past President (in consultation with President and Vice President) prepares a written report for QUFA Executive, Council and QUFA Members when appropriate.

2.6.1 Figure: QUFA & the University Governance Structure
3 QUFA’s Relationship to Other Organizations
3.1 QUFA’S RELATIONSHIP TO CAUT AND OCUFA

Canadian Association of University Teachers (CAUT)
2705 Queensview Drive, Ottawa, Ontario K2B 8K2
Phone 613-820-2270 Web: www.caut.ca

CAUT was formed in 1951 with Queen's University Faculty Association as a founding member. It is the national umbrella organization of university Faculty Associations, both unionized and non-unionized. It maintains a high profile through its well-researched presentations to federal and provincial governments on policy matters affecting post-secondary education. CAUT gives significant assistance to provincial faculty associations; for example, it provides national and international comparative data, lobbying, and legal services through its professional staff, and also mounts annual national bargaining and lobbying conferences.

CAUT may assist local associations and individual members in the settlement of grievances, including the provision of a CAUT lawyer at low cost in the rare case of grievances which they deem have national importance. In cases where CAUT inquiry reveals that a university has acted without regard for academic freedom and a satisfactory solution is not reached, CAUT may impose censure on the university.

CAUT also offers benefits such as group life insurance, professional property insurance (low-cost insurance for such things as personal computers) and group home and auto insurance.

Delegates to CAUT Council: Kayll Lake, QUFA President (Delegate) and Leslie Jermyn, QUFA Executive Director (alternate)

CAUT Equity Committee: Ken Ko (Biology)

CAUT Defence Fund: Trustees: Ken Ko (Biology) and Jeremy Heil (Archives)

Ontario Confederation of University Faculty Associations (OCUFA)
17 Isabella St., Toronto ON M4Y 1M7
Phone 416-979-2117 Web: www.ocufa.on.ca

OCUFA acts as liaison among Ontario faculty associations. It conducts research and collects data on comparative staffing, salaries, and fringe benefits among Ontario universities, making these reports available to any faculty association or individual member. OCUFA acts also as the collective voice of Ontario university faculty in dialogue with provincial government bodies, CAUT, and various media.

QUFA has one director on OCUFA’s Board who provides regular written reports about meetings. QUFA’s Chief Negotiator and Labour Relations Officer attend regular meetings of the OCUFA Collective Bargaining Committee, and QUFA’s Grievance Chair and Grievance Officer attend meetings of the OCUFA Grievance Committee. These committees allow QUFA to obtain expert advice from OCUFA staff and network with colleagues across the province involved in the same core functions in their local associations.

OCUFA Board Member: Lynne Hanson (Past President)

OCUFA Executive: Diane Beauchemin, Member at Large

3.2 QUFA’S RELATIONSHIP WITH LABOUR ORGANIZATIONS

QUFA is a member of NUCAUT, OFL and KDLC. Information from these organizations is available in the QUFA office. Information about events sponsored by these organizations is posted on the QUFA Forum.
NUCAUT “is the national union of Canada's post-secondary academic staff. It promotes within the Canadian Labour Congress the interests of academic staff and seeks to improve the quality and accessibility of post-secondary education in Canada. NUCAUT contributes to building and unifying the labour movement by working with labour councils, provincial federations of labour and other national unions.” (http://www.nucaut.ca/)

NUCAUT consists of a subset of CAUT’s unionized member associations and is affiliated with the Canadian Labour Congress (CLC). Faculty associations that belong to NUCAUT gain access to the resources of the CLC, the provincial labour federations (in our case the Ontario Federation of Labour (OFL)) and the Kingston District Labour Council (KDLC). These national, provincial and local bodies provide an opportunity to develop closer working relationships with unions across the country, in our province and community, and at Queen’s.

NUCAUT Conventions occur once every three years – generally a few days before the CLC Convention in the same location. QUFA is entitled to send two delegates to each convention.

Ontario Federation of Labour (OFL)
15 Gervais Drive, Suite 202, Toronto, Ontario M3C 1Y8
Phone 1-800-668-9138 Web http://www.ofl.ca/

“The movement to establish provincial labour bodies came when the Canadian Labour Congress was formed in 1940. The CLC came from a merger between the nationalistic All-Canadian Congress of Labour (ACCL) and Canadian CIO (Congress of Industrial Organizations) unions which had been expelled from the Trades and Labour Congress. The CLC established the Ontario Federation of Labour at an April, 1944 convention.”

The Federation speaks for 700,000 organized Ontario workers and provides its affiliated labour councils and local unions with services in the fields of communications, education, research, legislative and political action, human rights, health and safety, workers’ compensation and basic education skills. The OFL regularly makes presentations and submissions to the provincial government. It provides internal education and mounts public campaigns to achieve labour’s objectives.

Policy conventions are held every two years. The Federation’s Executive Board is elected every two years and is the OFL's governing body between conventions. Officers and Federation staff sit with affiliate nominees on a number of standing committees in several policy areas.

The OFL Executive Council is made up of the Executive Board and one delegate from each of Ontario’s 45 labour Councils. (http://ofl.ca/index.php/about/)
KINGSTON DISTRICT LABOUR COUNCIL (KDLC)
824 John Counter Blvd, ON K7K 2R1
Phone: (613) 548-4952 Web: http://kingstonlabourcouncil.wordpress.com/about/

“The Kingston & District Labour Council represents over 40 member local unions in the Kingston region with a membership totaling almost 10,000 workers. The labour council is active in employment, municipal, provincial and social issues.” (http://kingstonlabourcouncil.wordpress.com/about/)

KDLC meets from September until June on the third Monday of each month. QUFA can send three delegates appointed by the QUFA Executive. Cathy Christie and Jordan Morelli (PACC Co-Chairs) attend these meetings and provide written and oral reports for QUFA Executive and Council when appropriate.

3.3 OTHER UNIONS AND EMPLOYEE GROUPS AT QUEEN’S UNIVERSITY

Queen’s University Unity Council

In December 2010 a motion was approved by the QUFA Executive that, “the QUFA President participate in a Unity Council consisting of all employee groups on campus and when appropriate, the involvement of student organizations.”

These meetings are generally scheduled on the third Monday of every month. The QUFA President (or their delegate) attends and provides written or oral reports to the QUFA Executive, Council and Membership when appropriate.

Queen’s University Librarians and Archivists (QULA)

Queen’s University Librarians’ and Archivists’ Association (QULA) was originally formed in 1965 as the “Professional Librarians’ Association of Queen’s” or PLAQ. The objectives of the Association were described in its constitution as being “concerned with professional ethics and job responsibility, the professional development of its members, the status of librarians within the University, [and] the welfare of librarians as employees.”

In 1973 the constitution was re-written to exclude members of the Administrative staff group, and the group began to investigate the possibility of unionization. In 1977, a sub-committee of the Queen’s University Faculty Association began negotiating with PLAQ. As a result QUFA amended its constitution to include librarians in its membership. In 1984 a formal Memorandum of Agreement with QUFA was concluded.

The name of the association was changed in 1990 to “Queen’s University Librarian’s Association” or “QULA”.

From 1982, when the archives at Queen’s became a separate administrative unit, the archivists had been recognized as part of the Association membership. However, it was in 1997, that the name was officially changed to the “Queen’s University Librarians and Archivists” or “QULA”.
Bargaining Units at Queen’s University (each bullet represents a separate bargaining unit)

**Canadian Union of Public Employees (CUPE)**
- Local 229 represents over 600 Trades, Custodians, Parking and Food service workers.
- Local 254 represents 110 employees working in a technical capacity in any teaching or research laboratory or associated shop areas.
- Local 1302 represents approximately 55 technicians working in the Library System and Archives.

**United Steelworkers of Canada (USW Canada)**
- USW 2010 represents fewer than 100 Academic Assistants and about 1,100 non-academic staff.

**Public Service Alliance of Canada (PSAC)**
- Local 901 represents over 1,200 Teaching Assistants, Teaching Fellows and Postdoctoral Fellows. Part of this group was formerly TAFA, the Teaching Assistant and Teaching Fellow Association.

**Ontario Public Service Employees Union (OPSEU)**
- OPSEU represents 12 employees at the Queen’s Family Health Team (formerly employed by Hotel Dieu Hospital).

**Ontario Nurses Association (ONA)**
- ONA represents R.N. employees at the Queen’s Family Health Team (formerly employed by Hotel Dieu Hospital).

### 3.4 NON-UNIONIZED EMPLOYEE GROUPS AT QUEEN’S

**Clinical Teachers’ Association of Queen’s University (CTAQ)**
CTAQ is an Ontario Corporation that is currently composed of Geographical Full Time (GFT) members of the School of Medicine at Queen’s University who have Attending Staff privileges at one of the Kingston Teaching hospitals. The role of CTAQ is to advance and promote the welfare of teaching clinicians in hospitals associated with Queen’s University in the broadest sense. A small number of CTAQ members join QUFA to support our union and pay dues. Because CTAQ members are members of the Ontario Medical Association, QUFA does not bargain for them economically.

**Queen’s University Staff Association (QUSA)**
QUSA is an association representing the interests of Queen’s University non-unionized staff. Membership is voluntary. The Association currently has a membership of approximately 650 Queen’s staff.
3.5 STUDENT GROUPS AT QUEEN’S

Alma Mater Society
The Alma Mater Society of Queen's University, otherwise known as the AMS, is the central undergraduate student government. It is the oldest organization of its kind in Canada. Its roots lie in the old Dialectic Society (now known as the Queen's Debating Union), which created the AMS in 1858. An umbrella organization, the AMS hires 500 student employees each year and has 1,500 volunteers. It works with member faculty societies to offer resources, services, support and opportunities to Queen’s students.

Society of Graduate and Professional Students (SGPS)
The Society of Graduate and Professional Students represents graduate, law, education and theology students at Queen's. Their role is to defend and expand the rights of graduate and professional students. SGPS represents graduate and professional interests and participates in the governance of the University at the Senate, the Board of Trustees, the University Council, and over 40 university committees. They advocate for their members by lobbying the Queen's administration as well as the provincial and federal governments, on issues crucial to the well-being and success of graduate and professional students.

Over the years on matters of common interest such as quality of education issues, QUFA’s Executive has worked with both the AMS and the SGPS.

NOTES: