

QUEEN'S UNIVERSITY FACULTY ASSOCIATION
Fall General Meeting
Ellis Hall Auditorium
Wednesday, December 12, 2018 @ 1:15 pm

Agenda

- 1. Approval of the Agenda**
- 2. Approval of the 19 April 2018 Minutes** Email Attachment
- 3. Business Arising from the Minutes**
- 4. President's Oral Report (10 minutes)** Attachment A
- 5. Order of the Day: Bargaining 2018 (Rob Hickey and Elizabeth Hanson, 45 minutes)**
- 6. Written Reports for Information**
 - a. Treasurer's Report Email Attachment
 - b. Joint Committee to Administer the Agreement Report Attachment B
 - c. Political Action & Communications Committee Report Attachment C
- 7. New Business (Leslie Jermyn, 5 minutes)**
 - a. Call for Volunteers for QUFA Nomination Committee 2019 Attachment D
- 8. Other Business**
- 9. Adjourn**

President's Oral Report

Treasurer's Report – Email Attachment

The Fall 2018 Interim Treasurer's Report is attached. QUFA's accounts and finances appear to be in order.

Ken Ko
Treasurer for QUFA
December 2018

Joint Committee to Administer the Agreement Report

Overview

The Joint Committee for the Administration of the Agreement (JCAA) is established under Article 13 of the Collective Agreement. Its purpose is to “review matters arising from the administration, interpretation and operation of the Agreement...” excluding grievance matters; “facilitate better working relationships between the University, QUFA and its Members”; and “foster better communications between the various components of the University community”.

Michael White has been serving as acting JCAA Co-chair since July 1. JCAA Co-chair Elizabeth Hanson is serving as acting QUFA Vice President until June 30, 2019. QUFA Past President Lynne Hanson joined the JCAA in order to replace Stevenson Fergus, who is on a 12-month sabbatical. Other JCAA members include Leslie Jermyn (QUFA staff) and Samantha King (Head, Gender Studies).

University JCAA members include Jackie Cleary (Faculty Relations), Rebecca Luce-Kapler (Dean, Education), Dan McKeown (Co-Chair, VP Faculty Relations), Jada McNaughton (Faculty Relations) and Gordon Smith (Vice Dean, Arts & Science), and Michael Villeneuve, who joined the Faculty Relations Office in July.

The JCAA was on hiatus during the summer. Regular and interim meetings resumed in September. In general, the workload has been fairly light and limited mainly to routine matters.

Fall Highlights

Syllabus Bank

In September, a number of QUFA members received e-mails from an AMS representative requesting that they send copies of their course syllabi to the AMS for deposit in the “Syllabus Bank,” a collection hosted on QSpace. The e-mail implied that this request was in accordance with a policy approved by the Senate Committee for Academic Procedure (SCAP) in 2009. However, no such policy exists. The

University Secretary confirmed that SCAP had endorsed the idea in 2009 and 2015 but that Senate never formally approved it. The University Secretary described it as a “practice at Queen’s that has been endorsed by SCAP”.

Course Materials and Intellectual Property Rights

QUFA has raised concerns about the unauthorized copying and dissemination of instructors’ course materials to so-called note-sharing websites such as Course Hero. Several of these companies have been actively recruiting students on campus. The Academic Integrity Committee, a subcommittee of the Senate Committee on Academic Development and the Senate Committee on Academic Procedure, has undertaken to develop a strategy for informing students about the implications of uploading course materials to these websites and educating them about intellectual property rights.

Teaching Assessment Implementation Committee

The TAIC is conducting a formal pilot of a new online questionnaire tentatively called the Queen’s Survey of Student Experience of Teaching (QSSET), which is intended as a replacement to the paper-based USAT. The pilot includes online and on-campus courses at both the graduate and undergraduate levels. The TAIC will analyze the results of the pilot during the winter term. Participation in the pilot is voluntary and the results will not directly impact the instructors’ job performance evaluations.

Workload Review

The Workload Review Working Group, a sub-committee of the JCAA, continues to review updated workload standards as they become available. Members of the working group met with several departments in order to discuss changes and clarifications to their workload standards.

University Timetable Committee

The JCAA met with members of the UTC to discuss proposed changes to the timetable tier structure. The Faculty Relations Office is reviewing the proposed changes and will provide further feedback at an upcoming JCAA meeting.

Faculty180

Earlier this year QUFA and the University agreed to extend the MOA allowing QUFA members the option of using Faculty180 to submit their annual/biennial activity reports. The next round of biennial reports is due in February 2019. Use of Faculty180 is optional.

Respectfully submitted on behalf of the Committee,
Michael White
Acting JCAA Co-chair (July 1-December 31, 2018)
December 4, 2018

Political Action & Communications Committee Report

This fall, in anticipation of entering into collective bargaining with Queen’s University, the Political Action and Communications Committee (PACC) planned a series of member mobilization events. These events included the QUFA Family BBQ, and several sessions of the QUFA Walks (a walking tour of campus with historical insights about QUFA and the University at stops along the way). Along with QUFA staff, PACC organized several Lunch and Learn events including: Contract Rights of Term Adjuncts, Respectful Workplaces, a series of financial planning sessions, Providing Constructive Feedback, and Having Difficult Conversations.

The PACC also represented QUFA at the following events/activities in the community: Labour Day parade, Day of Action for Bill 148, Hands-off Worker’s Rights rally, and the Oliver Doyle Activism and Recognition Banquet.

The PACC also organized a talk by John Smol titled ‘A Crisis in Science Literacy and Communication: Does Reluctance to Engage the Public Make Academic Scientists Complicit?’ This was followed by a reception honouring Professor Smol for his receiving the 2018 CAUT Distinguished Academic Award for excellence in teaching, research, and service.

PACC was represented at the OCUFA annual advocacy day at Queen’s Park, and at meetings of the Kingston and District Labour Council.

There are more activities being planned for the winter term including several more Lunch and Learn events and the QUFA Annual Lecture, with consideration being given to the revised timelines for the UPP consent process and QUFA-Queen’s collective bargaining.

If you are interested in getting more involved in QUFA we would welcome new members to join us on PACC. Feel free to contact me if you are interested in becoming a member of the Political Action and Communications Committee, or if you have any comments, questions, or suggestions.

Respectfully submitted by Jordan Morelli (morelli@queensu.ca), PACC Chair
December 5, 2018

Nomination Committee 2019

See excerpts from the QUFA Constitution on the Nominations Committee below. Please consider volunteering or nominating a colleague who is willing to serve. Much of the work of this committee is done by email.

BY-LAW NO. 1 - GENERAL

A. NOMINATIONS, ELECTIONS, APPOINTMENTS

- i) There shall be a Nominations and Elections Committee appointed annually by Council by

January. At least one member of the Nominations and Elections Committee must be a Term or Continuing Adjunct faculty member. Membership shall include:

- a. the Vice-President (or in the absence of a Vice- President, the Past President) who shall serve as Chair of the Committee; **(Lynne Hanson)**
- b. the Equity representative on Executive or Council; **(Diane Beauchemin)**
- c. two additional members of Council who are not on the Executive Committee **(Chantal Brunette, Melissa Houghtaling);**
- d. one additional member of the Executive Committee who is not on Council;
- e. **two members who are neither on Council nor on the Executive Committee.**