

OPSEU Local 653 Meeting – LEC Minutes

Date: Friday, January 15, 2016

Location: Haileybury Campus, Upstairs Boardroom and by Video

Attendance:

L. Shaba, D. Silver, M. Studd, W. Schaffer, L. Irvine, N. McNair, K. Whelan, K. Smith,

Regrets:

S. Tremblay, M. Veilleux

Taker of Minutes:

W. Schaffer

=====

1.0 Call to Order

President called the meeting to order at 3:40PM

2.0 Adoption of the Agenda

Additions under New Business:

10.1 – Tutorial Hours

10.2 – Local capacity building educationals

10.3 – Go to College event (note: under the CWMG report, this has been called Open House by management)

Motion: That the agenda be adopted as amended

Moved: D. Silver

Seconded: L. Irvine

Carried

3.0 Minutes of Previous Meeting (November 20, 2015)

Motion: That the minutes of November 20, 2015 be adopted as presented

Moved: D. Silver

Seconded: N. McNair

Carried

4.0 Business arising from the minutes

A summary has been received with regards to the requirements of Article 27.12. The information contained in the summary needs to be interpreted and put into a brief report.

With regards to invigilation of examinations by Contract North, it has been revealed that:

- students can connect to course content when they want
- Contact North is rescheduling tests at different times
- Contact North is making independent decisions (without consulting the professor) about testing times
- Professors have concerns over the release/distribution of information and content of tests between students.

As per Article 8.04B, Union release time is intended for reduction in teaching or work assignments to facilitate assistance to employees and the Union Local in the administration of the Collective

Agreement and the business directly pertinent thereto – with a reduction from the workload that a faculty member would usually experience (workload faculty would usually experience prior to the decrease in hours for Union release time is the starting point, then hours reduced).

5.0 Treasurer's Report

Treasurer submitted his financial statement dated **January 15, 2016**.

1) **Motion:** That the treasurer's tabled financial statements be accepted as presented

Moved: K. Whelan

Seconded: N. McNair

Carried

2) **Motion:** That the treasurer be given the authority to pay all outstanding expenses

Moved: N. McNair

Seconded: L. Irvine

Carried

6.0 Correspondence

None

7.0 Reports of Officers

7.1 President

President Lad Shaba shared that Northern College wants to hire a legal counsel for an upcoming grievance. This could be an indicator of the poorer relations that exist between the local and the employer.

At the last few UCC meetings, there has been no senior manager present and this decreases the quality of communications and potentially slows actions. Managers need to be reminded of the value of their participation and their positive contributions to committees.

It is noteworthy that the Hiring Policy of Northern College needs to be (more) inclusive of First Nations communities.

In the past months, numerous deficiencies have been noted during Health and Safety inspections at the Haileybury Campus, but actions have not yet been taken by Northern College.

There is a WRA coming up on January 12, 2016 and the local president will accompany and assist the complainant.

7.2 Board of Governors Report (BoG)

None.

This position may be currently vacant, and could be advertised and filled.

7.3 Vice-Presidents (1st and 2nd)

1st Vice President

None.

2nd Vice President

Warren Schaffer shared information gleaned from items that have crossed his desk recently:

- WRA hearings must be expeditious and informal
- Toronto Star article by Jonathan Singer (Seneca College): in 2014, 72% of faculty at Seneca were P/T – personalized attention for students is impeded, morale of faculty suffers
- News items from Algonquin and Niagara Colleges re: campuses in Saudi Arabia – discrimination, deficits, changes in revenue – Smokey Thomas called Ontario government and calls not returned
- OPSEU convention – Toronto – April 14-16, 2016

7.4 Chief Steward

Lad Shaba shared information on behalf of Suzanne Tremblay:

- Arbitrations are coming up
- A new grievance has been filed – staffing – replacement faculty position in Health Sciences for Aaron Klooster's position

8.0 Reports of Committees

8.1 WMG

SWF Meetings

Northern College views and Actions, as expressed at November 13, 20, 2015 CWMG meeting:

Management reported SWF meetings were held in March/April 2015 for Winter 2016 SWFs. This is in line with the planning cycle for the academic year. A reminder is sent out to all faculty if they would like to have another SWF meeting – they may, even though the official SWF meeting has taken place. Most faculty have had a meeting if there were some amendments to a complementary function or changes to a SWF.

Northern College views and Actions, as expressed at December 4, 2015 CWMG meeting: If no substantive changes are made to SWF, content then an offer for a second meeting is made.

Local 653 views and Actions, as expressed at November 13, 20, 2015 CWMG meeting: The Union stated their position is there should be a meeting in each SWF period. If multiple SWFs are issued, there should be a meeting for the September/December and January/ April periods, and another meeting must be offered to whoever is interested. The onus is on the supervisor to initiate that meeting, not the teacher. The Union is concerned that later on, a teacher might find out there are issues with the SWF and this could negate the 5 days. In Article 11.02 A1(a), SWF is singular. Failure to comply with 11.02 A1 (a).

Local 653 views and Actions, as expressed at December 4, 2015 CWMG meeting: The Union stated they would also like to see a communication go out to each faculty member, prior to receiving the final SWF, with a time for a meeting. Their position is 11.02 A1(a) means total workload and total workload cannot be discussed in May/June.

Shortly after the December 4, 2015 CWMG meeting, management provided the following possible wording, which would be sent prior to the deadline for Winter SWFs being finalized:

"A reminder memo going out to faculty that the next academic semester SWF period is coming up, if you have a concern about your next semester formal MIS SWF being issued, please notify your Dean / Associate Dean of your wish to have a meeting."

Discussion at the LEC meeting included that a Local Agreement about SWF meetings could be pursued with management to set parameters.

Course Outlines

At recent CWMG meetings, local 653 has made it known that the changes to the new Course Outline format require an allocation of time on the SWF.

Management responded that Northern College is moving to adopt provincial standards for outlines that includes identifying the VLOs that are taught and assessed in the course. It is part of regular academic work in the College system not requiring special assignment. Management is asking that faculty comply by Winter 2016 where possible, and faculty can discuss any particular issues with their Dean/ Associate Dean. By the Fall 2016 all course outlines must be in the new template.

A grievance has been filed by a faculty member with regards to the work for the new course outline format.

Workload Complaint Process

At recent CWMG meetings, local 653 has asked for an explanation of the workload complaint process. A faculty member in Timmins filled out a complaint about a SWF from October 16 (called a draft SWF by management on December 4, 2015). The same member submitted another document received on October 27, which the Union says was not forwarded to the Co-Chairs. Local 653 has asked what the responsibility of the supervisor receiving a workload complaint form is, what the responsibility of the faculty member is, and how this is communicated. The Union mentioned complaints are typically sent to Lynn Letourneau, HR Administrative Assistant, and requested a generic email address for WMG complaints.

Management has drafted a one-page explanatory note that outlines the steps in the workload complaint process.

Local 653 has asked for an opportunity to provide feedback/input on the explanatory note document, including to receive a copy of the draft explanatory note.

Local 653 has also raised concerns over the content of the current Workload Complaint Form that is included with SWF documents.

Open House

Local 653 has made it known that they have been advised of the College-wide Open House that will take place on a Saturday (April 2, 2016). They referred to 11.01 L3 and would like this workload reflected. They are expecting overtime if they have to work on a Saturday. They also mentioned either make it voluntary or pay teachers overtime. SWF period goes from Monday to Friday.

Local 653 also expressed an interest in creating a local agreement with management with regards to faculty compensation for weekend work.

Contact day longer than 8 hours

Local 653 has repeatedly requested information on faculty members whose contact day is longer than 8 hours (see Article 11.01L1). Management has not been complete or timely with providing this information.

Management has drafted and provided a one-page approval form for faculty who have a contact day that exceeds 8 hours, in order to provide information to the local, and to obtain approval about the contact day from the faculty member when this situation arises.

Local 653 has asked for an opportunity to provide feedback/input on the one-page approval form.

8.2 CESC

No meeting has occurred.

8.3 UCC

Local 653 raised points of information with regards to the agreement between Northern College and Pures (a private educational company in southern Ontario that is teaching Northern College curriculum).

Management provided an update on the Massage Therapy program (Kirkland Lake Campus):

- for the September 2016 intake there are 13 applicants, 10 registrations are desired
- a search is being pursued to locate RMTs to teach.

Local 653 expressed concerns over the effectiveness of steps/process that have been used to start this new program. It was observed that a new program and plan should be pursued for better marketing, recruitment, and communication with timelines and measurable actions.

Local 653 expressed concerns over the new Northern College Medical Certificate for out of town medical appointments. Management has advised that claimants can use a travel claim form and get their doctor to sign the travel claim form.

Local 653 expressed concerns with regards to the planned Enrichment Day (February 11, 2016) with the observation that the event could have been done via video.

Local 653 expressed concerns over the lack of uniformity with regards to testing for students in the Accessibility Services areas of the Northern College campuses.

Management has made it known that the next round of student feedback surveys will be conducted on March 21, 2016. Local 643 has expressed that the surveys lack clarity (including with unclear comments and unclear instructions), and that it is not professional to withhold results from faculty until the end of the semester.

Local 653 expressed concerns over the Student/Faculty Conflict Resolution process.

Management has made it known that the vacation period for faculty for 2016 will be June 22, 2016 to August 23, 2016.

8.4 Health & Safety (Kirkland Lake, Timmins and Haileybury)

Concerns remain unaddressed at the Haileybury Campus.

8.5 Return to Work

No new report.

9.0 Unfinished Business

Nothing.

10.0 New Business

10.1 – Tutorial Hours

Concerns have been raised over the documentation and recognition of tutorial hours on faculty SWFs.

10.2 – Local capacity building educationals

Information could be provided from President Lad Shaba.

10.3 – Go to College event

Attendance is not mandatory for faculty.

11.0 Campus Reports

None.

12.0 Adjournment

Meeting Adjourned at **approximately 6:00PM.**

Moved: L. Shaba