

OPSEU CAAT Academic Local 653 Meeting – LEC Minutes

Date: Friday, November 16, 2018

Location: Kirkland Lake Campus and by Video

Attendance:

L. Shaba, S. Tremblay, N. McNair, S. Storing, C. Sheehan, K. Whelan, T. Dearden, W. Schaffer, K. Smith

Guests:

None

Regrets:

M. Vielleux, M. Studd, D. Rogalski, T. Bates-Yarkie

Taker of Minutes:

W. Schaffer

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1.0 Call to Order

President Lad Shaba called the meeting to order at __ **3:37 PM**__

2.0 Adoption of the Agenda

Additions under New Business:

10.1 – Distance teaching/Contact North/Satellite teaching

10.2 – Freedom of Information request

10.3 – Confidentiality

10.4 – Challenges with international students

Motion: That the agenda be adopted as amended

Moved: Kathy Whelan

Seconded: Tyy Dearden

Carried

3.0 Minutes of Previous Meeting (Oct 19, 2018)

Motion: That the minutes of Oct 19/2018 be adopted as presented

Moved: Neal McNair

Seconded: Tyy Dearden

Carried

4.0 Business arising from the minutes

President Lad Shaba shared that a meeting with regards to the partial load registry for faculty took place on November 15, 2018. A new revision of the registry was provided to the union. The union suggested that the partial load registry should be posted to NorAction for viewing and vetting by faculty and so that faculty could be alerted about the need for them to register – management responded that they will take a look at these suggestions. The union has made requests for information from the Human Resources department at Northern College but these requests have not been successful. There has been an overall impression that

Northern College is doing the bare minimum with regards to the requirements for the partial load registry. The union local will continue to engage on this work, including with all faculty at all campuses.

5.0 Treasurer's Report

The Treasurer did not submit a report for this meeting but advised LEC members (via email) that nothing has changed with regards to the finances of the local and that expenses are being paid.

President Lad Shaba presented that the contract with the bookkeeper who had been assisting with the financial transactions and reporting for the local has been terminated (as per the discussion/motion from the October 19, 2018 LEC meeting).

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

Moved: Suzanne Tremblay

Seconded: Clint Sheehan

Carried

6.0 Correspondence

1st Vice President Warren Schaffer asked about the status of the union members/committee members summary that was to be sent to OPSEU. Discussion at the LEC meeting indicated that the summary could be sent in to OPSEU.

1st Vice President Warren Schaffer offered that the latest newsletter postings from OPSEU present the viewpoint of a war and attacks involving OPSEU and the provincial government with regards to labour relations in Ontario. There has been news of a repeal of Bill 148 and the proclamation of a new Bill 47 that will change labour relations in Ontario.

7.0 Reports of Officers

7.1 President

President Lad Shaba presented:

- The union local continues to be interested to learn more about the contract between Northern College and Axiom.
- An arbitration hearing was held on November 14, 2018 with regards to a Modified Workload Arrangement with a faculty member from the Timmins Campus. A settlement was reached between the union and management.
- The union local has requested a meeting the Human Resources department at Northern College with regards to problems with obtaining union business time on Fridays for union local members. The union local is interested to have an effective union office space at the Timmins Campus.
- Labour relations at Northern College are not the best – arbitration rulings are being used by management to assert/impose new conditions.
- Placement on scale step calculations for newly hired faculty have been found to be inaccurate when they were checked by the union local. Teaching experience as a partial load faculty is not being counted when the placement on scale is made. The placement on scale calculation information/rationale is not readily provided to the union local.

- It was notable recently when notice of a safety incident involving a student at the Haileybury Campus was sent out immediately as a caution/information to all faculty but the safety incident at the Timmins Campus (as per the discussion from the October 19, 2018 LEC meeting) was not adequately shared with faculty and staff at that campus. The union local will follow up with management to offer further observations and suggestions for actions to be taken in the event of future safety incidents.

7.2 Board of Governors Report (BoG)

Report requested, none received.

7.3 Vice-Presidents (1st and 2nd)

1st Vice President

1st Vice President Warren Schaffer shared that:

- He has reached out to the organizers of the upcoming educational that is scheduled for Friday, November 23, 2018 in order to find out if the educational could be accessed by distance. There has not been a response yet, other than indications that the request is being shuffled from person to person at OPSEU, with no real action.
- Work on the union local bylaws project is continuing with new work conducted to obtain information from smaller Ontario colleges.

2nd Vice President

2nd Vice President Clint Sheehan shared that:

- The union local continues to have an interest in developments with regards to international students.
- The quality assurance visit has come and gone and the visit happened painlessly. One observation is that there may be new or increased interest in the quality of professional development for faculty.
- There are continued signs that management has little knowledge or respect for the Academic Employees Collective Agreement (2017-2021).

7.4 Chief Steward

Chief Steward Suzanne Tremblay shared:

- There are no arbitrations scheduled for the next few months.
- There will be a meeting on Tuesday, November 20, 2018 with regards to a union policy grievance with regards to SWFs issued to a faculty member over the non-teaching period in December 2018 and January 2019.
- At the latest CWMG meeting, there was a workload complaint presented with regards to SWFs issued to a faculty member over the non-teaching period in December 2018 and January 2019.
- There was an email received recently from the Human Resources department with regards to faculty taking professional development days at any time of the year, but the email was not easy to understand.
- There was an arbitration hearing on November 14, 2018 and one of the points that came up was that if bargaining unit members have a concern or complaint, the concern or complaint should be expressed officially and right away, using plain language.

8.0 Reports of Committees

8.1 UCC

Union co-chair Neal McNair shared there was a meeting of the UCC on November 16, 2018:

- A report has been received from the Northern College Accommodations Working Group. The union local has concerns with regards to how the duty of accommodate is portrayed in the report and how the duty to

accommodate could be handled by Northern College – there needs to be appropriate remuneration for all work by all faculty.

- There continue to be new details that come to light with regards to academics/logistics for international students – recent incidents of plagiarism by international students have received written warnings in keeping with need for academic integrity. An English as a second language program has been introduced, but student participation in the program is voluntary. Post-admission testing of international students might assist with identifying those who need remedial assistance to support student success. There is one newly hired staff member to assist with the international students and one part-time English as a second language professor has been hired.
- Interviews are currently being held for new hires for faculty in Mining and Trades.

8.2 CESC

Union co-chair Neal McNair shared that there has not been a recent meeting of this committee.

8.3 WMG

Union co-chair Warren Schaffer shared:

- There was a ruling on the preliminary objection a faculty complaint with regards to lost professional development days. The complaint will be heard.
- A WMG meeting was held on November 16, 2018 to hear a workload complaint with regards to SWFs issued for the non-teaching periods during December 2018 and January 2019, that were received by a faculty member from the Haileybury Campus. At the meeting, management tabled a replacement SWF with a duplicate number from a SWF already issued, and they specified that some of the comments made by the manager (Doug Clark) at the November 8, 2018 meeting (when the SWF complaint was presented to the manager; additional information below) were made in error. The union and management could not agree that the SWFs be withdrawn.

A WMG meeting was held on November 9, 2018:

- Management offered that the backlog of minutes will be issued in the future.
- Management presented that Northern College will be switching to Adobe Connect for use by Contact North – a training pilot is currently underway and training will be provided for faculty. Implementation will be for fall 2019.
- Management announced a change in the wording that would change “exam week” to “exam week/teaching week” in the Academic Calendar, as per direction by Dr. Audrey Penner based on their view that there is not a universal college-wide exam week and that there are some programs that will continue with classes/content in the last week.

When asked what this means for faculty, management offered that this depends on the program and the campus. When asked whether programs without examinations will continue to have instruction, they offered that this will go back to the program for approval. When the union observed that the change to a final examination week has already occurred once recently at Northern College with great accompanying problems management observed yes that there were significant operational difficulties when there was a change to the examination after the strike, including owing to lack of space and coverage for invigilation of students registered with Accessibility Services at the Haileybury Campus but this time there has been an extensive timetabling process with good participation from multiple parties, they have permission and had participation from a wide group. There will be examinations written at the traditional 9:00AM and 1:00PM time slots. The union suggested that there should be multiple forms of communication sent out to all parties involved about this change.

- Management questioned whether there needs to be a complaint page printed with each SWF. The union committed to asking the LEC about this issue and reporting back, but offered that the form is very important as part of writing comments back to management and that it is offensive that it would be lost. Discussion at the LEC meeting indicated that the complaint page should be retained/kept with each SWF.
- Management tabled the proposal that CWMG meetings would be scheduled in advance, before UCC meetings, with one meeting per month scheduled and additional *ad hoc* meetings called when necessary, with minutes to be taken and distributed more promptly by management. The union offered that meetings could take place every 2 weeks and management responded that with this more frequent meeting schedule, minute-taking would need to be shared/alternated. Discussion at the LEC meeting indicated that the LEC is in agreement with having one scheduled CWMG meeting per month, with additional meetings to be scheduled as needed, with management taking minutes and meetings for 2 hours in duration.
- The union asked if there were any updates with regards to how retroactive accommodations will be handled at Northern College as this was raised as a workload item in the past and that the Collective Agreement presents that workload for students with accommodations is within the purview of the CWMG. Management responded that there was an arbitration ruling with regards to this issue but there is no new process that has resulted. The union responded that it is a poor development that issues raised are responded to with arbitration rulings.
- The union asked whether there were changes or developments with regards to the Academic Critical Path and management responded that they will give an update at future meetings.

A workload complaint meeting took place on November 8, 2018 with regards to new SWFs issued for December 2018 and January 2018. There were multiple concerns expressed by the complainant:

- SWF during non-teaching period is not acceptable, lack of faculty consent to work
- Lack of detail on SWF hours allotment, SWFs that describe hours for one week with only a 3-day duration (and thus 24 hours for course preparation on the SWF, leaving no time for other work)
- Problems with the process/steps that lead to the SWFs including ineffective/absence of meetings, misleading/inaccurate rationale
- Lack of proclaimed policy from Northern College with regards to Master Courses
- The faculty member requested that the SWFs be withdrawn and that no commitment to the work can be made at present.

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

2nd Vice President Warren Schaffer read the highpoints of a report from Peter McDonagh (Health and Safety Representative, Haileybury Campus), including deficiencies in the 2018 annual general meeting for health and safety, deficiencies in responses to items from inspections at the Haileybury Campus, deficiencies with regards to health and safety communications to workers, deficiencies with regards to policy updates and review, and lack of an asbestos management program at the Haileybury Campus.

Discussion at the LEC meeting reemphasized that the union is interested to learn more about the process for responding to and communicating about threats made by students at the school, in light of deficiencies during a recent incident at the Timmins Campus.

8.5 Return to Work

There was a faculty member from the Timmins Campus who has now returned to work with a full workload.

A faculty member from the Timmins Campus who was away from work wants information about sick days used during time away. Discussion at the LEC meeting indicated that faculty who are on sick days are not to work.

9.0 Unfinished Business

None.

10.0 New Business

10.1 – Distance teaching/Contact North/Satellite teaching

Faculty are concerned that there is insufficient allotment of time on SWFs for the time that is required for teaching using the distance education platforms (including Contact North and satellite teaching) – including insufficient time allotment for time required for course preparation, insufficient time allotment for time required for communications with students via email and insufficient time allotment for time associated with the upcoming change in the distance education platform/software.

Discussion at the LEC meeting indicated that faculty should take notes on work and workload and should present this information to management and the CWMG committee.

10.2 – Freedom of Information request

This item was deferred until a future LEC meeting.

10.3 – Confidentiality

A new form for faculty signature has been circulated by some managers at Northern College. The union is interested to understand more about the form prior to any faculty signing the form.

10.4 – Challenges with international students

This item is covered in other parts of these minutes – in the report from the UCC.

11.0 Campus Reports

None.

12.0 Adjournment

Meeting Adjourned at ____ **6:00 PM** ____