

BUFA VOICE

Message from the President

Linda Rose-Krasnor



There's an ill wind blowing at Brock these days. But this ill wind, like most, also has been blowing some good. We are talking to each other in ways that we haven't often seen before. Many of us are coming out of our offices and engaging colleagues on topics of shared concern. We are talking about how decisions are made at the University and the type of leadership we want on the 13th floor. We are talking about the value of openness in University governance. And we are talking about the need for the

Board of Trustees to be responsive to the voices of faculty, librarians, students and staff, as Board members make decisions that will affect us all. Many of us have sent emails to the Board, commented on BUFA messages, and visited BUFA's social media platforms. These are very, very good things because they signal a broad and increasing engagement of BUFA members coming together with the goal of making the University a better place to teach, research, learn and serve the community. *Continued on next page...*

**BUFA General
Membership Meeting**

Thursday, *October* 27, 2016

10am-12pm in the Pond Inlet

**A light brunch and refreshments will be available*



News and Views

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Keep up-to-date on what's
happening with your
faculty association
through social media.

Twitter: @BUFABrock

Facebook: search
"Brock University Faculty
Association"

Editor: Kathryn Belecki

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www.BUFA.ca

Message from the President *(continued from cover page)*

There will be much to think and talk about as this year progresses. In a few weeks, the leadership of our negotiating team will begin making visits to each of our Departments and Centres to listen to your concerns and ideas, as well as to answer any questions you may have about the negotiating process. These visits are a critical part of our preparation for bargaining, building toward the beginning of negotiations in the spring of 2017. With the assistance of OCUFA, we will be developing a new approach to bargaining that will emphasize broader member engagement, as well as greater interactive communication among individual members, the negotiating team, and the Executive.

We hope that the involvement of BUFA members that we have seen emerge in the last month will continue to grow and deepen. I am eager to talk with many of you in person, be it individually or in meetings, as we move forward to meet the challenges and celebrate the successes of the coming year.

Chief Negotiator

Larry Savage



Although our collective agreement does not expire until June 30, 2017, your BUFA Negotiating Team will begin its work in earnest this month.

BUFA members are lucky to have a capable, diverse, and dynamic Negotiating Team made up of Martin Kusy (Goodman School of Business), Beatrice Ombuki-Berman (Mathematics and Science), Carmela Patrias (Humanities), Nancy Taber (Education), Cathy van Ingen (Applied Health Sciences), Heather Whipple (Library), Michelle Webber (Social Sciences), and yours truly as Chief Negotiator.

BUFA members should expect to receive a collective bargaining survey via email in mid-October. The mixed methods survey will help to assess members' level of satisfaction with various aspects of our work. It is therefore important that members take the time to complete the survey and communicate their

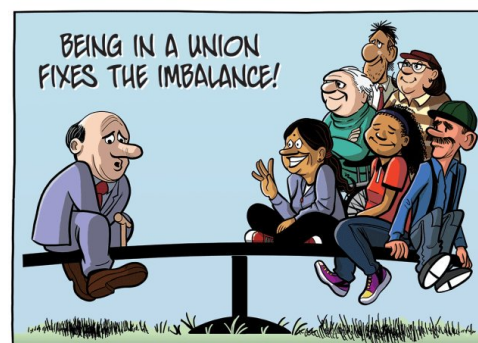
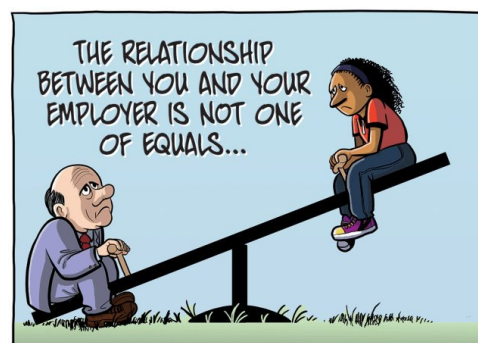
wants, needs, and concerns to both the BUFA Executive and the Negotiating Team.

We have also put out an offer to all Chairs and Directors to have Negotiating Team representatives attend a Department or Centre meeting this Fall to hear directly from members about the issues they think should take priority in bargaining. The reception, so far, has been good. We will also be following up with constituency-specific meetings with contract academic faculty, professional librarians, and equity-seeking groups in the bargaining unit in order to ensure the widest possible consultation process.

The Negotiating Team will begin holding weekly meetings in October in order to begin the work of assigning tasks, conducting research, analyzing data, plotting strategy, and pulling together a set of bargaining proposals.

In the winter term, BUFA members will be asked to endorse a bargaining mandate before the actual process of collective bargaining begins in April. The mandate, developed by the BUFA Executive in consultation with members and the Negotiating Team, will form the basis of our proposals for improvements to the collective agreement.

The BUFA Executive has launched a Contract Action Team (CAT) to support the work of the Negotiating Team. The CAT will play a key role in 2016-17 in helping to maximize members' involvement by creating a constant multi-directional flow of information and communication. We are excited about this new development and its potential to reveal workplace power dynamics and to strengthen our position going into bargaining by broadening the base of BUFA members involved in the process.



The Country's Best Paid Administrative Clerk

Kathryn Belicki



I am of an age in which I can recall the time when faculty hand-wrote articles and support staff typed them for us; when we would jot down the dates, lecture topics, and readings for our courses and support staff would type up a syllabus making sure that the format conformed to Faculty Handbook

requirements; when we would supply the exam questions and they would type and format exams for us. Needed photocopying? You left it in the inbox and within a day or two it appeared in your mailbox. In short, I can remember a time when faculty had staff to support them.

Gradually, our administrative assistants had less and less time available to help us with our work, until the day came in which we did everything ourselves, including photocopying. And yet it was not as if staff had more time. Rather they had less time, and their lives became more stressful as their workload mounted. But it isn't my work or your work they are doing. So whose work is it? They truly have become administrative assistants, not faculty assistants. They are housed in our departments, but are now doing work that used be done in the Dean's office or the Registrar's office or the Finance office.

Well a few days ago I had a jolting insight. Sometime over the last year or so I have unconsciously joined their ranks, which brings me to the title of this piece: The Country's Best Paid Administrative Clerk. That would be me—or you, if you have been around longer than I.

It's not just that I no longer have administrative support—I now am support staff to the 12th and 13th floor.

Take Workday, for example. I have attended 3 hours of formal training, and have labored many more hours to wrestle from the university reimbursement of the \$6000 I paid on behalf of the group that shares a software license. Workday was touted as saving us time because now we could photo capture our receipts. However, they did not mention that I still have to locate that photo and attach it to my requisition. I also have to open a separate window to enter taxes and if it is a food receipt, I need to open another window to separately

enter the tip, I have to look up mysterious, unintuitive codes, etc.

Now let's be clear. To support me in my work, archaic notion as that is, what administrators need is proof that I am entitled to a reimbursement and receipts to document the amount I should be reimbursed. All the rest they can do themselves. And if there was any notion that my work of teaching and research was truly the mission of the university, they would scramble to do that work for me. *However, I have become the Finance Assistant who does the work that Finance needs.*



Consider also the new annual report. Having heard many moans of pain from colleagues, I decided to give it a half day and not a minute longer. Part of those hours appropriately went to reviewing my prior year, making a list for myself of what I had accomplished. That left me less than 2 hours for the electronic portion of the exercise. I swiftly came up with a solution for all the glitches I encountered: make a note of them in the "other comments" box and move on. Much of my accomplishments ended up being typed as a narrative in that handy box. I assume that the form's requirement to list details in specific boxes is designed to support administrative needs to document what faculty do. We could complete a much simpler form and an Administrative Assistant could pull out those details. However, again, we have become support staff to administration.

Apparently saving money has become Brock's highest priority, trumping time dedicated to creative work and teaching.

I am also of an age where I can remember the saying, "Penny wise, pound poor."

Grievance Officer Report



Nancy Taber

Over the last several months, BUFA has been dealing with multiple concerns as relates to hiring procedures. These concerns have pointed to the importance of having guidelines in Departmental Rules of Procedure that are clear, detailed, and in accordance with the

Collective Agreement. As such, BUFA has developed best practice suggestions for hiring.

General Principles:

The process for hiring must be transparent.

The process should be specified in the Department/Centre Rules of Procedure.

Required by the Collective Agreement:

Recommendations regarding hiring are submitted to the Dean for the Dean's approval (Articles 19.10o, p, q, r, s). The Provost then makes the final decision (Article 19.10t).

According to 19.10c, *"Search committees will be composed of the Departmental Committee, a subcommittee of the Department, or members of any and all departments in which the appointment shall take place. Appointments to search committees will be made by Departmental Committees in accordance with their departmental rules (Article 16.03 (b) – Departmental and Centre Committees)."*

If anyone has a Conflict of Interest as described in Article 18, it should be declared and managed.

Departments should have Equity Plans in place in accordance with Article 20, Employment Equity, that "outline specific steps the Department/Library/Centre will take to eliminate barriers to employment for designated groups in the Department/Library/Centre's recruitment and appointment procedures" (Article 20.02, Employment Equity Plans).

A particular issue we have had is that departments have been confused by the meaning of Article 19.10h that specifies that, "If a Department's initial short-list for interviews does not include a self-identified member of a designated group, reasons must be provided to the Dean in writing together with the dossiers of all self-identified members of designated groups who are candidates for the position." Some have mistakenly assumed that this means that if there is a self-identified member of a designated group on the short-list, then the files do not have to be sent to the Dean. However, it is just that, in that case, reasons do not need to be provided to the Dean. Article 19.10j,iv makes it clear that in every circumstance *all* files of self-declared applicants must be

provided to the Dean, even if a member of a designated group is short-listed.

Finally, according to Article 20.02a,iii, "where possible, at least one member of a designated group is represented on each recruitment committee. Where there is no member of a designated group available from within the Department/Library/Centre, where possible one shall be appointed by the Dean/University Librarian, in consultation with the Department/Library/Centre, from outside the Department/Library/Centre. This person shall have full voting rights."

Suggestions for Rules of Procedures:

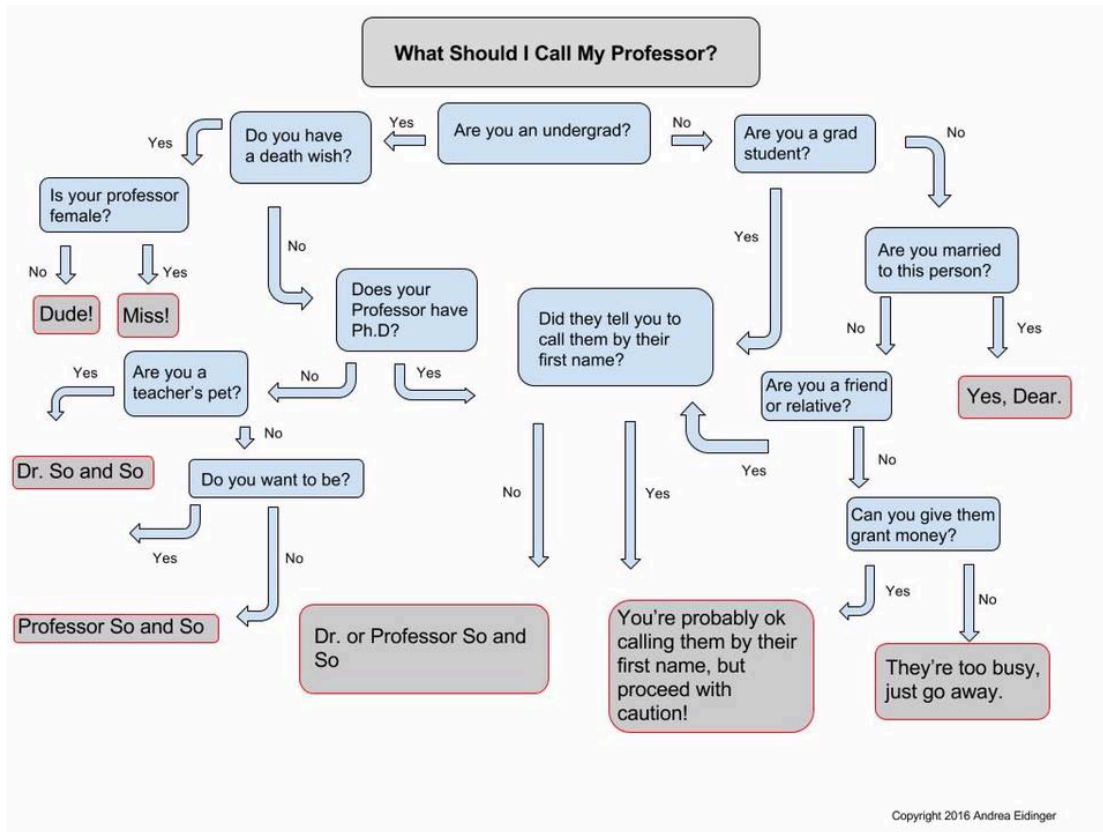
If the department chooses to constitute a subcommittee for the hiring process, it should be clear in the Rules of Procedures how individuals are nominated. The composition should be confirmed by a departmental motion. All files should be made available to the department. The subcommittee should recommend the short-list to the department and eligible members of the department should vote on the short-list. It should be recommended that all departmental members review all short-listed files and attend all presentations. If possible, members may attend remotely, in exceptional circumstances. *Presentations should be videotaped. Eligible members of the department should vote on the candidate to be recommended to the Dean.*

The type of vote should be specified: one vote for who to hire/short-list; a two-stage vote for who is acceptable and then a ranking system (e.g., 1 point for 3rd choice, 2 points for 2nd, 3 points for 1st); or, another process. Regardless, it should be clear as to how the vote would proceed and how it would accommodate absentee ballots.

There should be no e-voting as voting is confidential (Article 16.03c). Sealed absentee ballots should be used by those unable to attend the meeting (i.e., Article 21.22a). These ballots count toward quorum.

The CA states that the hiring of part-time instructors is not covered by the agreement (Article 19.01d). BUFA recommends that Departments address the hiring of part-time instructors in their Rules, stating that the Chair and/or an Appointments Committee composed of BUFA members recommend appointments for part-time instructors.





to our Newest BUFA Members

Osman Ulas Atkas
FOIS

Abdul Ashraf
MIBS

Clark Banack
Political Science

Priscilla Burnham Riosa
Applied Disability Studies

Alexander Christie
Centre for Digital Humanities

Curtis Fogel
Sport Management

Amy Friend
Visual Arts

Michael Holmes
Kinesiology

Ashley Johnson
Kinesiology

Rahul Kumar
Graduate & Undergraduate

Amanda Lepp
Biological Sciences

Rebecca MacPherson
Health Sciences

Aleksandar Necakov
Biological Sciences

Sheila O'Keefe-McCarthy
Nursing

Kyle Rich
Recreation & Leisure Studies

Colin Rose
History

Danielle Sirianni Molnar
Child & Youth Studies

Xin Zheng
Psychology



Fair Employment Event

October 24, 2016 in Mackenzie Chown - A Block

Today, about one third of all academic staff in post-secondary institutions in Canada struggle to find decent work. They are hired on per course or limited-term basis. They are denied the opportunity to participate in all aspects of academic work – teaching, research and service to the community. They can't fully exercise their academic freedom because of the possibility of not being renewed.

The Canadian Association of University Teachers (CAUT) opposes the casualization of academic work and advocates for the full employment and the fair treatment of all academic staff regardless of their appointment status.

Let's make it fair!

Watch for BUFA's information table in A Block on Monday of Fair Employment Week and stop on by!

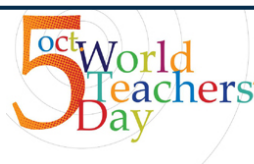


We have posters depicting our four Core Principles

- **Academic Freedom**
- **Educational Quality**
- **Shared Academic Decision Making**
- **Strengthening Community**

You will receive one complimentary copy with this newsletter. If you would like another – or even a full set – just drop a line to the [BUFA Office](#).

Let's decorate our University!



Calendar of Events at Brock and in the Community (Visit us online for more information)



BROCK UNIVERSITY FACULTY ASSOCIATION

Save the Date: Membership Meeting
December 8, 2016 - Pond Inlet
 10am - 12pm



www.BUFA.ca

Show your union pride...
BUFA GEAR
 Place your order NOW!



FAIR EMPLOYMENT WEEK | OCTOBER 24-28, 2016
 LET'S MAKE IT FAIR!

ACADEMIC FREEDOM for everyone



CAUT
 Canadian Association of
 University Teachers

www.caut.ca



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