

ANNOUNCEMENTS

Thursday October 15

NAC

(Negotiations Advisory Committee)
MEETS WITH ALL MEMBERS***SPECIAL GUEST TERRY SWAY WILL BE IN ATTENDANCE***

5:15 PM

Room 532

Tuesday, October 20

NEWSLETTER SUBMISSION DEADLINE

THANKS

Justin Waddell
John Calvelli

for all your contributions to the ACADFA Executive

Tanya Rusnak
Justin Waddell

for volunteering to sit on the Faculty Professional Affairs Committee

ALBERTA COLLEGES & INSTITUTES FACULTY ASSOCIATIONS

<http://www.acifa.ca/>

CANADIAN ASSOCIATION OF UNIVERSITY TEACHERS (CAUT)

<http://www.caut.ca/>THE FOLLOWING REPORTS WERE PRESENTED AT THE
ACADFA EXECUTIVE MEETING
SEPTEMBER 30, 2015

President's Report - Alex Link

First

I am still awaiting the signing of the Graduate Mentorship LoU.

Second

The college is still considering creating a Chief Librarian position, which would be the same as the current librarian position in the Collective Agreement, but with expanded duties and a salary beyond what the current grid allows. It seems that HR and the AVP instructional affairs are still working out the details of the position description.

Third

Thanks for your feedback on the Visiting Academic Curator position description, which I have forwarded to HR.

Fourth

I was invited by the College administration to discuss the ratio deficit with the Chairs, to help guide them in proposing new hires for the next three years. Quite a few positions were proposed, but the searches aren't certified just yet.

Fifth

I consulted with faculty on a number of issues pertaining to such matters as academic freedom and permanent/sessional faculty working relationships, leave for jury duty, and the cancellation of courses a week into term. While the employer is within their rights to cancel a course this late, that is not to say that it is advisable to do so. This will be a matter for discussion at the upcoming Joint Consultation.

Sixth

I met with the Curriculum Coordinator, primarily to discuss the relationship between Academic Freedom and curriculum delivery. It was a productive discussion that ultimately delved into our processes of curriculum development and the importance of collaboration to them.

ACADFA BOG Representative - Ian FitzGerald

On September 20th, the board met for a retreat to lay some foundations for the coming year, to familiarize itself with current issues, and to build rapport. This was not a formal board meeting so no motions were introduced or passed.

The board's composition is largely unchanged. Of note, the new student representative Chase Key is a confident and articulate member --- doesn't seem intimidated at all. Also, Martin Kratz, a new member last year, was quite vocal and appears to be 'stepping up'.

Many documents were supplied including a draft of the C.L.P. which contains few major directional shifts. A lot of data was supplied in the form of comparators with other institutions --- ACAD, from the standpoints of FLEs and percentages of funding from various sources was compared to other post-secondary institutions in Alberta, to the other PSI in our sector which is the Banff Centre, to other North American Schools of Art and Design and to other Canadian Schools of Art and Design. (OCADU, NSCADU and Emily Carr). This data is to be part of a submission to government, the gist of which is: ACAD is comparatively underfunded. It also helped give the board a sense of context and the current landscape in which we operate.

The Sustainability Planning Process was updated --- work continues on this piece and a number of scenarios for future viability of ACAD were presented. IN CAMERA. Consensus was reached on a preferred scenario which will be fleshed out and put forward as a motion at the October Board meeting ... then, it will be presented to government ... first at the Associate Deputy Minister level and then, it is hoped, directly to the Minister.

From the various reports issued from different administrative areas, it appears that progress is uneven - some areas seem more capable at accomplishing goals.

Other notes:

- The base operating grant from the Ministry of Innovation and Advanced Education for the current year will rise by 2%; same next year;
- Tuition cannot rise in the second year;
- ACAD's shortfall will be smaller than expected but it still means a dip into reserves;
- Daniel's second term goals include reputation enhancement and a greater 'sense of place' for ACAD.

ACADFA Sessional Rep - Diana Sherlock

I encourage you to be in touch if you have questions or concerns about the Collective Agreement, your contract or any other matter related to your ACAD employment. ACADFA is the exclusive bargaining agent for its membership and has lots of resources and information that is yours for the asking. We are here to support YOU! We would like to see you involved, so please attend the upcoming ACADFA AGM, Tuesday October 6, 2015 at 5:15, room 520.

By now you should all have signed contracts for the Winter semester and should have all received your first pay check. Take a moment and CHECK the following:

- Article 22.03 d) Salary Schedule B --- grid placement
- Course assignments
- Your contract duration as outlined in your Letter of Engagement

Collective Agreements are available in the Academic Research Office Room 522, the ACADFA Office Room 547 or on the ACADFA website <http://acadfa.wix.com/acadfa1#documents/en4u>

Be sure to take advantage of:

- **Article 15.01: Professional Expense Reimbursement Allowance (PERA)**
(Cumulative totals, if applicable, determined by the spreadsheet circulated by Su Soyer). Everything you need to know about eligible expenses is on infolab under Finances, see attached PDF.
- **Article 14: Employee Benefits Plans**
In order to qualify for benefits in the current academic year, you need to be teaching in the current academic year and you to need have taught 3 or more courses in the last academic year. If you have questions about eligibility, ask Amy Lo, she is very approachable and knowledgeable.
- **Article 16.03: Faculty Professional Affairs Fund (FPAC)**
Applications available through the Faculty Professional Affairs Committee on infolab. Also be aware that you are eligible for other research funds for which you can apply as they come available. Check out possibilities through the Creative Research Initiatives fund or drop by the Research Office.

- **Article 22.05: Salary Administration**
If your studio course exceeds 22 students, you might be entitled to additional pro-rated pay--- "contract rate divided by 22, multiplied by 1.5 for each additional student over 22."
- **Article 22.03 f): Salary Administration**
"Sessional faculty required by their School Chair to perform service or agree to responsibilities under Article 10 (Workload) during a period which is outside their contract period or who agrees to replace faculty who are absent from their normal class as a result of discretionary leave, court leave, or short term illness leave under Article 13, shall be compensated on a per diem rate of \$150.00 per day."

ACADFA NAC Chair - Chris Frey

Three points:

1. **NAC has not met yet and is being kept in a "chillaxed" mode until the call for action comes. The members remain as determined originally: Karl Geist; Natali Rodrigues; and Justin Waddell.**2. **Patti and I will be setting a meeting for sessional and permanent faculty, to take place in October with the intention of soliciting from faculty points of view regarding the Collective Agreement and negotiations. (The meeting is now set for October 15 and Terry Sway will be on hand.)**3. **ACIFA has recently gathered results from all members regarding terms of settlement in salary at most recent negotiations. I observe that salary increases of 2 - 2.5 % over the last, current, and forthcoming years are common.**THE FOLLOWING REPORTS WERE PRESENTED AT THE
ACADFA FALL GENERAL MEETING
OCTOBER 7, 2015

President's Report - Alex Link

New Members

I'd like to take a moment to welcome all of our new Members. If you're here, make yourself known:

Gwensesa Lam, Heather Huston, Scott Cressman, Mark Climbberg, Kimberly Goslin (curriculum co-ordinator), Katharina Plass, Ashleigh Bartlett, Megan Dyck, Juliana Rempel, Sarah Nordean, Julia Krueger, Robin Dupont, Alana Bartol, Spencer Goldade, Christopher Boyne, Jose Loui Garcia, Robert Geyer, Mark Giles, Katarzyna Koralewska, Hye-Seung Jung, Jennifer Pearson, Judy Sterner and Anne Drew Potter (visiting artist ceramics).

Graduate Mentorship Workload

We have arrived at a Letter of Understanding with regard to workload and compensation for mentors for graduate students. This role is different from that of supervisor. I remain concerned that the College has yet to sign the LoU, and would advise Members against doing mentorship work until such time as their workload and compensation are formalized. It is on the Joint Consultation Agenda for tomorrow.

Hiring

I participated in a Chairs meeting at which I reported on the state of the ratio, i.e. the contractually mandated requirement that 70% of our faculty be permanent faculty. I was happy to see the number of positions chairs proposed we fill over the next three years.

On a related note, we were asked to consider the creation of a Chief Librarian position, which differed from the current librarian position in the contract with respect to compensation and responsibilities.

Executive also approved the creation of a Visiting Academic Curator limited term appointment, and I was consulted on the representative composition of the advisory and hiring committees.

Conferences

CAUT

I attended the Canadian Association of University Teachers Council in Ottawa on April 30 as an observer from ACIFA, where I was able to compare notes with representatives from OCADU and NSCADU. Approximately 200 delegates from across the country attended, and the discussion was wide-ranging. Points of interest from the discussion include:

-a through analysis of the federal budget and PC economic performance by Jim Stanford, son of our own Board member Jim Stanford.

-the growing number of faculty positions that do not include research/practice in workload, justifying lower compensation (of course, some "teaching only" positions require research in pedagogy anyway...)

-discussion of how much of content delivery is protected by academic freedom and how much of your course content is your Intellectual Property

ACIEA

I attended the ACIEA conference at the end of May, where I was able to consult with both Terry Sway and Al Brown, both of whom are Labour Relations Officers to whom we have access through ACIFA. In particular, we discussed growing class sizes at ACAD as well as the ratio. I attended talks on workplace investigations, strategizing ways to approach the new provincial government, and representing members.

The most memorable element of the conference is that it takes college attendees had recently laid off, including the conference organizer herself. Northern Lakes College alone had lost twenty-three of its faculty. In addition, we received reports of program closures across the province, and learned of passed motions of non-confidence in the presidents at Lethbridge College and Reed Deer College.

MRU

In late August I attended a conference at Mount Royal University on civility and bullying in the academic workplace. The event was useful in its description of the way academic freedom allows for a degree of critique that might not be tolerated in corporate work environments. At the same time, it offered the opportunity for a careful and practical discussion of workplace toxicity, as well as a clear articulation of where academic freedom ends and bullying and harassment begin.

Online Learning

I was invited to a meeting of Chairs (ORAA) yesterday, where we discussed online learning technologies. I indicated that we needed a clear sense of what our current technological capacities actually are, before we embark on any projects, and that there is no contractual language at all with regard to online learning. Simply put, there is little we can do until terms and conditions of employment around online learning are agreed upon and that depends in part on what exactly it is we are being asked to do.

In addition to Joint Consultation, I met regularly with HR, the Office of Research and Academic Affairs, and the President. We have a Joint Consultation scheduled for tomorrow (October 7).

I will be attending ACIFA President's Council in Edmonton October 17.

Lastly

I consulted with faculty on a number of issues pertaining to such matters as academic freedom and permanent-sessional faculty working relationships, leave for jury duty, and the cancellation of courses a week into term. While the employer is within their rights to cancel a course this late, that is not to say that it is advisable to do so. This too will be a matter for discussion at Joint Consultation.

Once again, thanks to all of executive for its advice, support, and active participation in these matters, not to mention the indefatigable Patti Dawkins.

FPAC Rep - Tyler Rock

ACADFA FPAC Representative's role:

7.5 ACADFA REPRESENTATIVE TO FACULTY PROFESSIONAL AFFAIRS COMMITTEE
serve on the ACADFA Professional Affairs Committee and the ACADFA Professional Practice Committee; shall act as a liaison between ACADFA Executive Board and Professional Affairs Committee.

shall be a permanent or permanent part-time faculty member.

shall act as a representative on the ACIFA Professional Affairs Committee.

Overview

The Faculty Professional Affairs Committee meets several times a year to review applications for professional funding (FPAC funding) and once a year for Creative Research Funding. These competitive funding opportunities are in addition to the PERA allotments allocated to each faculty member for professional development.

Permanent faculty and Sessional faculty members are eligible to apply for FPAC and Creative Research Funding. Sessional faculty members must remember that only research that occurs within their sessional contract period is eligible.

The Faculty Professional Affairs Committee also meets to review Sabbatical Applications from full or part-time permanent faculty once a year.

FPAC Deadlines:

September 15th (activities commencing October 15 - February 14, inclusively)

January 15th (activities commencing February 15 - May 31, inclusively)

April 15th (activities commencing June 1 - October 14, inclusively)

Applications are accepted the following business day, if deadline falls on a weekend/statutory holiday.

Creative Research Funding Deadline: Jan 15th

Sabbatical Application Deadline: Sept. 15th

All the application forms and guidelines for these funding opportunities can be found in the Faculty Resources section of Infolab.

FPAC Committee update

The FPAC committee met to review the applications from the Sept 15th FPAC deadline on Sept. 28th.

14 faculty applied for a total of - \$27,382.00

10 faculty were awarded partial funding

1 faculty member was awarded the requested amount

3 faculty were not awarded funding due to budgetary limitations

Total Amount Awarded - \$12,163.00

Sabbatical applications that were submitted for the Sept 15th deadline are to be reviewed by the committee on October 28th.

The Sabbatical application review meeting had been scheduled to be earlier this week but it had to be postponed due to a scheduling conflict. There are five applicants applying for Sabbaticals this year.

Secretary - Heather Huston

Secretary Report - Heather Huston

NASAD

NASAD has been available for all programs to review this week. It will now move on to the AVPRAA for review and will soon be sent to NASAD. Site visit is March 23 - 27th, 2016. The main mall will feature an all-program showcase and each area will display work from students in their program area. Reviewers will meet with constituents, sit in on classes, and look over documents (all-access ACAD pass).

Print Media

The department is very happy to have an Aboriginal Center on campus and supports this initiative. However, it was problematic that the planning for the center was moved from the CIP directly into building without consultation with ORAA or APG or any of the other approved channels that we have to move business forward for the college and that constitute the start of consultation, especially since building the center directly impacted core business (classes).

Health & Safety Subcommittee Report - H & S Manual

The committee comprising myself, the Director of Facilities + Ancillary Services, Senior Vice President, Finance + Corporate Service, the Executive Assistant to the Senior VP, and the Head of Security, Safety Coordinator met to review and edit the new edition of the H & S Manual for clarity, relevance and compliance (ie what do we say we do and what are we actually doing). It became clear while reviewing the document that assigned responsibilities (chain of command) was difficult to clarify within the new structure (even after consulting with HR). We were also unsure if the document created new responsibilities for positions (such as chairs) and if that was feasible. We were also uncertain as to where we were non-compliant with OHSA (and other H & S regulations) and how to rectify that.

We then hired a consultant with H & S training and experience applying this within an arts educational context, who met with a variety of constituents including technicians, chairs, faculty, management, students etc. They prepared a report with recommendations although I have not seen the final results. Currently, ACAD is in the process of hiring an H & S officer.

As a result of past H & S activities and recommendations, the special projects technician (1 year contract) is currently working to create consistent policies and practices (related to H & S but that include studio practices) across departments to help students better understand and comply with our guidelines. It is helpful for departments to benefit from shared work in this area and to compile information in a centralized fashion.

Health and Wellness Taskforce

Comprised of management, students and faculty and charged with making recommendations to the President's Office regarding health and wellness initiatives/guidelines etc. The committee discussed and made recommendations regarding health (with some of a focus on mental health) for the college in terms of services, visibility of said services, actions/activities/workshops/ information that could be provided to the student body regarding these items, challenges/barriers in accessing/distributing this information, concerns specific to ACAD, etc. The counselor has chaired this committee and has excellent notes and reports should anyone be interested in accessing them.

Health & Safety - Barbara Sutherland

Health and Safety Committee Responsibilities:

1. knowing and understanding their obligations under the OHSMs (occupational health and safety and management system)
2. taking reasonable care to protect their own health and safety and the health and safety of others who may be affected by their acts or omissions
3. carrying out their work, research, or study in accordance with the components of the OHSMs that apply to their areas of responsibility and
4. reporting workplace hazards

Activities/Recommendations Fall 2014/Winter 2016

1. Baby Change Tables recommended and installed in Main mall washrooms
2. Students and faculty cannot work on ladders more than 8 feet in height.
Once Faculty and technicians have completed the ladder safety training can they work on ladders above 8 feet. Students receive a buddy systems when using 8' ladders.
3. reviews of reported incidents - medicals, trespass, thefts/ missing items
4. Student health plan covers 80% up to a maximum of \$250, for EMS calls to the College.
5. Discussion on Lock Down procedures at ACAD - ACAD has no protocol in place
6. Fire alarms /assisted access doors - fire emergency, people requiring assistance for evacuation - look at OCAD safety zone model
7. power cords in classrooms - taping to floor or using a cord cover for safety - faculty liability in case of accident - College has insurance for such claims
8. water coolers are the responsibility of areas that are served by the water cooler

Grievance Advisor - Jeff Lennard

This past academic year had its challenges with the introduction of a new structure, the introduction of Grad Programs, new people and budget angst. This created some interpretation challenges that created conflicts between ACADFA, its members and Administration. I'm pleased to report that they were resolved or plans, such as hiring and LOUs, put into place to resolve issues without having to initiate formal grievance procedures.

Matters that affected individual faculty members are confidential. We had a few last year and all were resolved without initiating formal grievance procedures.

I am also pleased to report that despite the challenges we are very fortunate to still have a very positive working relationship with our employer and expect that future issues and interpretation of the contract will continue to be resolved in a collegial manner.

For our new faculty members, and a reminder to all:

Article 19:03 of our collective agreement states: A grievance is any dispute or difference arising out of the application, administration, interpretation, discipline without just cause, or alleged violation of the provisions of the collective agreement.

I trust that you won't have need of our help, but if you have questions or have a dispute please contact me anytime.