

UTFA Council Agenda

October 17, 2017 – 3:00 – 5:00 p.m.

Upper Dining Room
Faculty Club
41 Willcocks Street

-
1. Approval of the Agenda
 2. Minutes of Previous Meetings
 - a. September 20, 2017 *
 3. Business Arising
 - a. From the Minutes of Council
 - b. From the Summary of the Minutes of the Executive Committee
 - i. September 8, 2017 *
 - ii. September 29, 2017 *
 4. Announcements
 5. Report of the Vice-President, Salary, Benefits, Pensions and Workload (55 min)
 - a. Order of the Day: Approval of Bargaining Positions (motion) 3:15 p.m. (K. MacDonald)
 - b. Approval of Anomaly Adjustment Working Group (motion)
 - c. Approval of Working Group on LTD (motion)
 - d. Approval of Joint Benefits Committee members (motion)
 - e. Update on Librarians Policy (K. Scheaffer) (5 min)
 - f. Other matters
 6. Report on the University of Toronto Workload Policy and Procedures for Faculty and Librarians (“WLPP”) * (20 min)
 7. Report of the President (10 minutes)
 - a. Approval of UTFA Committees *
 - b. Approval of the Ad Hoc Committee on Release Funds (motion) *
 - c. Part-time Appointments Policy

- d. Merit Pay Policy
 - e. Poster on In-Class Behaviour of Professors *
 - f. Constitutional change
 - g. Asbestos Update (T. Zoric)
 - h. Blog posts
 - i. PTR Policy *
<https://www.utfa.org/content/negotiating-ptr-policy>
 - ii. Part-time Appointments Policy *
<https://www.utfa.org/content/part-time-appointments-policy-and-precarity>
 - i. Other matters
8. Report of the Treasurer (5 min)
- a. 2017-2018 Budget *
 - b. Other matters
9. Order of the Day: JSPP (Cam Hunter) 4:25 p.m. (35 min)
10. Other Business
11. Next meeting of Council
Tuesday, November 14, 2017
3:00 – 5:00 p.m.
Room 374, Rotman School of Management
12. Adjournment
- * materials attached



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Council Summary

UTFA Executive Minutes

Friday, September 8, 2017 – 10:30 a.m.–12:30 p.m.

UTFA Boardroom

Chair – C. Messenger

Present: K. Banning, C. Evans, L. Florence, R. Gillis, A. Hojatollah Taleghani, L. Kohn, K. MacDonald, C. Messenger (Chair), K. Scheaffer, H. Sonne de Torrens, K. Weaver, T. Zoric

Regrets A. Braun, M. Tavakoli-Targhi

Also present: M. Horban (Business Officer), C. Penn (Administrative Assistant and notes)

C. Messenger called the meeting to order at 10:35 p.m.

1. Approval of the agenda: The agenda was approved as distributed.
2. Minutes of previous meeting
 - a. June 21, 2017: The June 21, 2017 Executive minutes and Council summary were approved as amended.
 - b. July 5, 2017: The July 5, 2017 Executive minutes and Council summary were approved as distributed. As there were no changes to the July 5, 2017 Executive minutes or Council summary, they were approved as distributed.
3. Business arising (not elsewhere on the agenda)

K. Scheaffer said that she was withdrawing the request for a mindfulness event, as an event on mental health is being suggested. This will be discussed later in the meeting.

 - a. Action List: Some items were removed from the action list.
4. Report of the President (60 mins)
 - a. Update on JSPP

C. Messenger said that the timeline has changed for ratification of a new JSPP. We have a tentative agreement and have had one meeting with Cam Hunter from Eckler Partners to review it. We are waiting for a milestone document from the Administration that will address some issues and tie up loose ends.

C. Messenger said that we need the tentative agreement (which we have), the milestone document, and the design of the sponsor board for the labour side. Until these are received there will be no further education campaigns.

C. Messenger expects that the new plan will not be in effect until July 1, 2019, and that we won't be voting on it until the end of this year.

K. Weaver, seconded by L. Kohn, moved that:

the meeting go in camera to discuss the JSPP.

Carried.

K. Scheaffer, seconded by, K. MacDonald, moved that:

the meeting go ex camera.

Carried.

b. Retreat Agenda for September 15 meeting *

C. Messenger called the members' attention to the retreat agenda. The retreat gives more time to discuss pressing issues. It is not a regular meeting of Executive, therefore there will not be any motions. We will take notes for follow-up but will not be making any decisions.

L. Kohn, seconded by K. Banning, moved that:

the retreat agenda be accepted as distributed.

Carried.

c. CAUT Defence Fund Nominee (motion) *

L. Florence said that he will be attending the October 14 meeting of the CAUT Defence Fund. E. Damiano, the previous UTFA representative, has suggested that L. Florence take his place on this committee. Membership on the CAUT Defence Fund Committee has to do with the unionized unit at St. Michael's College.

K Banning, seconded by K. MacDonald, moved that:

Louis Florence represent UTFA on the CAUT Defence Fund.

Carried.

d. Donation to Texas and British Columbia

The members discussed the disasters occurring around the world and in Canada and what UTFA can do to help. They discussed (i) whether we should donate money, (ii) if so, to what kind of worthy causes, and (iii) what the parameters would be to determine if money would be donated. It was suggested that a set of principles be developed for donations.

L. Florence said that it was his understanding that UTFA has a mission and faculty and librarians pay dues to UTFA so that we can fulfill that mission. This does not include donating money for fires, earthquakes, etc. If we think that this should be part of our mandate, we should go to the membership and get approval for a percentage of our dues to be donated to worthy causes. If we get that approval, then we can decide where to donate.

C. Messenger suggested forming a subcommittee that would prepare a motion for the AGM. This committee would discuss whether UTFA should narrow its giving just to educational institutions or donate to other charities as well.

R. Gillis, seconded by L. Kohn, moved that:

the Executive Committee recommend to Council that a subcommittee of Executive be formed to develop principles, criteria, and a policy on giving to propose to Council and the AGM.

The members discussed the motion.

Carried.

R. Gillis volunteered to lead this subcommittee.

e. Possible invitation to CUPE Unit 3 to speak to UTFA Council

T. Zoric said that CUPE 3902, Unit 3, has requested five minutes on the Council agenda to speak on contracting out of cleaners or the \$15 and fairness campaign.

The members agreed to give CUPE 3902, unit 3, five minutes on the Council agenda.

f. Vote on co-sponsoring Homa Hoodfar event at UTM

C. Messenger said that the Women and Gender Studies Program at UTM has invited Professor Homa Hoodfar to UTM to celebrate the one year anniversary of her release. UTFA has been asked to co-sponsor the event.

L. Kohn, seconded by K. MacDonald, moved that:

UTFA co-sponsor the Professor Hoodfar event in conjunction with with Women and Gender Studies Program at UTM for not more than \$800.

Carried.

g. Fall visits to UTM and UTSC

C. Messenger said that it is expected that meetings will be arranged on the UTM and UTSC campuses this fall, with members of the Executive Committee attending, to discuss issues such as pensions, SBPW negotiations, changes to the policies on librarians and on workload, etc. C. Penn was asked to send out a Doodle to set dates after being advised of best dates and times by members from UTM and UTSC.

h. Committee approval at September Council

C. Messenger said that the membership of all standing committees is to be approved at the September Council meeting. Committees may not take any formal votes until this occurs.

T. Zoric said that she was holding a meeting on September 14 from 3:00 to 5:00 p.m. for a workshop on the workload policy and an update on the sexual violence policy. The more voices chime in on workload, the better.

i. Gender Equity

C. Messenger reported that work continues on this grievance but the statistics are posing difficulty .

L. Kohn, seconded by T. Zoric, moved that:

the meeting go in camera to discuss gender equity.

Carried.

j. Part-time Appointments Policy

The meeting continued in camera.

T. Zoric, seconded by K. Weaver, moved that:

the meeting go ex camera.

Carried

k. Council Agenda

Suggestions were made for the Council agenda:

l. New Hire Reception, October 27, 3:00–5:00 p.m., Faculty Club

C. Messenger announced a reception for recently hired faculty and librarians on October 27 from 3:00 to 5:00 p.m. at the Faculty Club. She would like as many Executive members to attend as possible.

m. Other matters

C. Messenger said that, instead of having a workshop on mindfulness, UTFA should have a workshop on mental health issues in the postsecondary sector and on the mental health resources available. This could also include a session on mindfulness. She suggested that K. Scheaffer organize the event.

H. Sonne de Torrens said that members would also want to know what is covered under their benefits. C. Messenger said that she anticipated that a range of issues members face would be discussed by experts.

The members discussed a motion for this event. K. Scheaffer said that she would like “members and students” included.

K. MacDonald, seconded by K. Weaver, moved that:

UTFA will sponsor an event on mental health issues in the postsecondary sector and on the mental health resources available to its members and students. This event will have two parts. Part A will identify current relevant research and feature experts in the field who will present their work. Part B will discuss practices such as mindfulness, mediation, talk therapy, and any other therapies for which resources are identifiable.

The members discussed the motion. Suggestions were made about who could be invited to speak, topics, and how to reach out to students to attend.

C. Messenger suggested that K. Scheaffer work with other committees on organizing this event and that she come back to Executive with a timeline and budget proposal. She said that the organization for this event needed to take place in the fall so that it can take place in the winter.

Carried.

M. Horban reported that we will be taking possession of #408 on October 1. Talks have begun with the architects and the contractor can begin on October 2.

C. Messenger said that the suggestion is to stay with the architects and contractor who worked on #410.

The members discussed this suggestion, and recommended including some of the more attractive features from #410 in #408, e.g., wood and tiles, but sparingly.

The members agreed to proceed with the previous architect and contractor as long as the budget is reasonable.

5. Report of the Treasurer (5 min)

a. Year-to-date *

L. Florence reported on the year-to-date financial statements, with the interim budget that E. Damiano produced and actuals for July and August. He said that there is nothing that strikes him as unusual.

The members discussed legal expenses.

L. Florence asked members to email him if they have any further questions.

M. Horban said that the final budget for 2017–2018 will be presented at the October meeting of Council.

6. Report of the Vice-President, Salary, Benefits, Pensions and Workload (30 min)

a. Update on Negotiations

T. Zoric, seconded by K. Banning, moved that:

the meeting go in camera to discuss SBPW negotiations.

Carried.

b. Update on Librarians Policies (K. Scheaffer)

The meeting continued in camera.

c. Update on St. Michael's College Negotiations (K. Weaver)

The meeting continued in camera.

d. Part-time Appointments Policy (C. Messenger)

The meeting continued in camera.

e. University of Toronto Workload Policy and Procedures For Faculty and Librarians ("WLPP") (T. Zoric) *

The meeting continued in camera.

f. Privacy and e-communications (K. MacDonald) *

The meeting continued in camera.

K. Weaver, seconded by T. Zoric, moved that:

the meeting go ex camera.

Carried.

g. Other matters

There were no other matters.

7. Report of the Vice-President, University and External Affairs (5 min)

a. Canadian Science Funding

Due to time constraints, this item was deferred to the next meeting.

b. Meeting with Student Unions

Due to time constraints, this item was deferred to the next meeting.

8. Report of the Chair of the Librarians Committee (5 min)

a. Mindfulness follow-up

See 4m above.

9. Other Business

- a. Next scheduled Executive Committee meeting
Friday, September 29, 2017
10:30 a.m. – 12:30 p.m.

- b. Next scheduled Council Meeting
Wednesday, September 20, 2017
3:00 – 5:00 p.m.
Room 1065, Rotman School of Management
- c. Adjournment: It was duly moved and seconded that the meeting adjourn.

The meeting adjourned at 1:50 p.m.

Chris Penn
Administrative Assistant



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Council Summary

UTFA Executive Minutes

Friday, September 29, 2017 – 10:30 a.m.–1:00 p.m.

UTFA Boardroom

Chair – C. Messenger

- Present:** K. Banning, C. Evans, L. Florence, A. Hojatollah Taleghani, K. MacDonld, C. Messenger (Chair), M. Tavakoli-Targhi, T. Zoric
- Regrets:** A. Braun, R. Gillis, L. Kohn, K. Scheaffer, H. Sonne de Torrens, K. Weaver
- Also Present:** H. Diggle (Counsel), M. Horban (Business Officer), C. Penn (Administrative Assistant and Notes)

C. Messenger called the meeting to order at 10:45 a.m.

1. Approval of the agenda: Approved as amended.
2. Minutes of previous meeting
 - a. September 8, 2017: the September 8, 2017 Executive minutes and Council summary were approved as amended.
3. Business arising (not elsewhere on the agenda)
 - a. Action List *

Some items were removed from the action list.

The members discussed inviting Laura Lozanski from CAUT to come to UTFA to provide training for Executive, Council, and committee members on health, safety, and asbestos.

4. Report of the President (60 mins)
 - a. Gender Salary Gap Issue

C. Messenger said that work on the gender salary gap issue continues. Initial findings were discussed at a meeting with H. Mackenzie and the lawyers. More work needs to be done on the statistics. The gender salary gap issue manifests itself in all three streams, but with different sets of problems.

- b. PTR Policy

C. Messenger said that she has prepared a rough draft of a PTR policy. UTFA has never tried to negotiate on this before, but can now propose changes due to the SJAC agreement. Departments have always relied

on the annual Salary Increase Instructions put out by the Provost. C. Messenger has tried to write language that is close to the Provost's but with some new material. She will send a revised draft to Executive. The changes will allow PTR to be more fairly implemented, in all three streams on all three campuses. There are problems with small groups, cross-appointed faculty, and others.

The members discussed the changes they would like to see in the PTR process.

K. MacDonald, seconded by K. Banning, moved that:

the meeting move from the Report of the President to the Report of the Vice-President, Salary, Benefits, Pensions and Workload.

Carried.

c. Update on JSPP

C. Messenger said that Council will be given a choice of October 4 or 16 from 3:00 to 4:30 p.m. to attend a Q&A session on the JSPP, with a discussion on the tentative agreement, and a more detailed discussion of C. Hunter's comparison of the pension to be received in the current pension plan vs. the JSPP.

C. Messenger noted that the tentative agreement will go before Council for approval in November.

C. Messenger reported that she is now a co-chair for the JSPP communications steering group, along with Angela Hildyard and Alex McKinnon. A meeting is being arranged with the provincial government to ask for funding for this expensive project.

C. Messenger said that there will not be a vote of the general membership for another year and the plan will not be in place and running until July 1, 2019. This plan will be on a go forward basis: people in the present plan will remain in it and will be covered by the old rules.

C. Messenger noted that she attended her first meeting of the Pension Committee along with K. MacDonald and L. Florence. UTFA sits on the Pension Committee as independents and not in a reporting capacity. They cannot report back to Council about what they hear as members.

d. Ad Hoc Committee of Council on Policy for UTFA Release Time

C. Messenger said that she is putting together a small ad hoc committee of Council to develop a policy for UTFA release time. She will ask Council to approve it at the next meeting. The Administration has expressed concern about how release funds are being handled and is willing to meet with us on this.

e. Choosing members for ad hoc Committee of Executive on charitable donations

C. Messenger said that an ad hoc committee of the Executive will be formed to prepare proposals to Council for guidelines on charitable donations.

K. Banning, L. Florence, and M. Horban volunteered to be on this committee.

f. Executive Director job description

C. Messenger said that the hiring committee will continue to work on the job description. She received input from several Council members on items that need to be clarified. She noted that the job description was not a job posting, and that we are a member-led and not a staff-led organization.

g. Dates for Tri-campus visits

C. Messenger said that dates need to be found for visits to UTM and UTSC. She said that these will be information sessions as well as a social/lunch.

The members discussed possible dates and locations.

h. Approval of amount for CAUT strike fund

K. MacDonald said that Laurentian University has gone on strike. He said that he would write a letter of support and would like to send their faculty association a donation of \$5,000.

C. Messenger said that this falls under the annual strike donation to CAUT affiliated institutions that Executive sets each fall.

K. MacDonald, seconded by M. Tavakoli-Targhi, moved that:

the minimum CAUT strike fund amount be set at \$5,000 for the 2017–2018 academic year.

Carried.

i. Other matters

There were no other matters.

5. Report of the Treasurer (5 min)

a. Budget

L. Florence said that he would have an updated budget forecast for the next Executive meeting. Executive will have a few days to provide any feedback before the budget goes to Council.

6. Report of the Vice-President, Salary, Benefits, Pensions and Workload (70 min)

a. Bargaining Positions for Salary/Benefits/Workload/Policies

K. MacDonald, seconded by, K. Banning, moved that:

the meeting go in camera.

Carried.

K. Banning, seconded by L. Florence, moved that:

the meeting go ex camera.

Carried.

K. MacDonald, seconded by T. Zoric, moved that:

The Executive Committee recommend to Council that the following slate of proposals put forward by the V-P SBPW be approved as amended:

- Proposal to Modify the Childcare Subsidy
- Proposal to Entitle Retired Faculty and Librarians to Purchase Software Through the Licensed Software Office
- Proposal for Gender Transformation Leave
- Proposal for Complimentary Health Services
- Proposal for Major Restorative Dental Care and Orthodontic Benefit.
- Proposal to Modify the Dependent Scholarship Program
- Proposal to Modify the Staff Tuition Waiver Program
- Proposal for Research and Study Leave
- Proposal for Audio Benefit
- Proposal for Joint Athletic Centre and Faculty Club Membership
- Proposal for Physiotherapy Benefit
- Proposal for Vision Care Benefit

Carried.

K. MacDonald, seconded by K. Banning, moved that:
the meeting move back to the Report of the President.

Carried.

- b. University of Toronto Workload Policy and Procedures For Faculty and Librarians (“WLPP”) (T. Zoric)

T. Zoric walked the members through changes to the Workload Policy, and provided an update on asbestos and on UTFA’s IT issues.

K. MacDonald, seconded by, K. Banning, moved that:
the meeting go in camera.

Carried.

T. Zoric, seconded by C. Evans, moved that:
the meeting go ex camera.

Carried.

T. Zoric said that today is the deadline for nominating an expert on asbestos. UTFA is preparing a letter to the Administration expressing our concerns with their model, which we have expressed to them at least three times in the past year. She outlined those concerns.

- c. Privacy and e-communications (K. MacDonald)

K. MacDonald said that in the upcoming round of negotiations UTFA will be putting forward a proposal to amend Article 10.

L. Florence, seconded by K. Banning, moved that
the meeting go in camera.

Carried.

- d. Salary Anomaly Policy

The meeting continued in camera.

- e. Working group on small-group PTR (C. Messenger)

See item 4b.

L. Florence, seconded by C. Evans, moved that:
the meeting go ex camera.

Carried.

- f. Other matters

There were no other matters.

7. Report of the Chair of the Appointments Committee (5 min)

C. Evans reported that the committee will focus this year on the Part-time Appointments Policy and promotion to full professor, and will help advise librarians on changes to their policies. She is beginning to plan an event for the fall of 2018. It will be a panel on stereotypes and how they affect teaching and learning. C. Evans said that T. Zoric will moderate the panel, and asked for ideas for speakers.

8. Other Business

C. Messenger said that she is working to fill vacant Council seats.

- a. Next scheduled Executive Committee meeting
Friday, October 13, 2017
10:30 a.m.–12:30 p.m.
- b. Next scheduled Council Meeting
Tuesday, October 17 2017
3:00–5:00 p.m.
- c. Adjournment

T. Zoric, seconded by K. MacDonald, moved that the meeting adjourn.

The meeting adjourned at 1:15 p.m.

Chris Penn
Administrative Assistant

Motions for the
October 17, 2017 Council meeting

Item 5a: The Executive Committee recommends to Council that:

The SBW proposals presented by the Vice-President, SBPW be approved as follows:

- Compassionate Care Leave
- Green Commuting Benefit Proposal
- Mental Health Benefit
- Senior College Administrative Support
- Housing Assistance Benefits
- Pension Augmentation
- Proposal for Per-Course Stipend and Overload Rate
- PTR (Progress-through-the-ranks)
- Two Members Household Benefits Proposal
- Proposal for Gender Confirmation Leave
- Proposal to Modify the Childcare Subsidy
- Proposal to Entitle Retired Faculty and Librarians to Purchase Software Through the Licensed Software Office
- Proposal for Gender Transformation Leave
- Proposal for Complimentary Health Services
- Proposal for Major Restorative Dental Care and Orthodontic Benefit.
- Proposal to Modify the Dependent Scholarship Program
- Proposal to Modify the Staff Tuition Waiver Program
- Proposal for Research and Study Leave
- Proposal for Audio Benefit
- Proposal for Joint Athletic Centre and Faculty Club Membership
- Proposal for Physiotherapy Benefit
- Proposal for Vision Care Benefit

Item 5b: The Executive Committee recommends to Council that:

Roy Gillis, Lisa Austin, Kass Banning and Ken MacDonald be approved as members of the Anomaly Adjustment Working Group.

Item 5c: The Executive Committee recommends to Council that:

Roy Gillis, Vicki Skelton and Ken MacDonald be approved as members on the working group on LTD.

Item 5d: The Executive Committee recommends to Council that:

K. MacDonald, K. Weaver and K. Bickmore be approved as members of the Joint Benefits Committee.

Item 6: The Executive Committee recommends to Council that:

Council approve the WLLP proposal for bargaining.

Item 7b: The Executive Committee recommends to Council that:

Louis Florence, Harriet Sonne de Torrens, Jun Nogami, Joseph Berkovitz, and one other Council member be approved as members of a committee to look at release funds.


Item 8a: The Executive Committee recommends to Council that:

the 2017-2018 budget be approved.

UTFA Committees
Revised

Item 7a
Council - October 17, 2017

	A	B	C	D
1	Committee Name	Chair	Member	Department
2	Appointments Committee	Claude Evans	Kluger, Ron	Chemistry
3		evans@uta.org	MacDonald, Ken	UTSC - Human Geography
4			McDonagh, Brian	Music
5			Tavikoli-Targhi, Mohamad	UTM - Historical Studies
6				
7	Equity Committee	Roy Gillis	Helms-Park, Rena	UTSC - French & Linguistics
8		roy.gillis@utoronto.ca		
9				
10				
11	Membership Committee	Mohamad Tavakoli-Targhi	McDonagh, Brian	Music
12		m.tavakoli@utoronto.ca		
13				
14				
15				
16				
17				



“A professor should be able to say whatever they want!”

actually...

Academic freedom means that professors can research and write about whatever they like. But it doesn't mean a professor can say anything they like to their students.

EXPLANATION

A professor **can** write a scholarly **essay** critical of gender-neutral pronouns. If it's relevant to the course topic, the essay **can** be assigned as a course reading. But academic freedom doesn't mean a professor can knowingly address their students in ways **these** students have indicated are undesirable. Imagine a professor **insisting** on their right to address a student with a name that **doesn't** match the student's ethnic identity:

Professor: "Hi, John."
Student: "Actually, Professor, it's Juan."
Professor: "I **can't** pronounce Hispanic names. And besides, you don't look like a Juan."

If these were two equals encountering each other in public, Juan could just walk away. But in many cases students are required to remain in a course or supervisory relationship in order to graduate on time and obtain a good reference. The knowing misrecognition of a student's identity based on a professor's **own** personal views is not an expression of academic freedom. It is a form of **disrespect** that has no place in the classroom.

Negotiating a PTR Policy

October 2, 2017

UTFA's members may not realize that UTFA has never negotiated a PTR (merit pay) policy with the University. To date, the practices associated with PTR have been established by the University Administration and published in an annual PDAD&C memo. In recent years, a substantial portion of that annual memo has appeared in the Academic Administrative Manual.

In the upcoming round of negotiations, which we hope will begin by late October or early November, UTFA will attempt to negotiate the beginnings of a PTR policy. We are starting with the sections of the AAPM instructions on PTR that look promising and that would ensure the transparency and clarity of the PTR process—if they were enforced.

We are *not* attempting to re-create the PTR system from scratch. We are, instead, at this stage, trying to increase the likelihood of compliance with those parts of the guidelines that seem fair and are compatible with collegial governance.

Where possible in the proposal we are working on, we have retained the language of the AAPM, improving phrasing where necessary. Sometimes, however, we introduce changes to the substance of the policy.

What follows are a few quick examples of the kinds of improvements in procedure UTFA is seeking:

- a) Cross-appointed faculty, for example, frequently complain that PTR is a very uneven process for them. We will create in the policy a more transparent and effective procedure for the assessment of cross-appointed faculty.
- b) We will write policy language that will create procedures for calculating PTR for part-time appointed faculty and librarians.
- c) The three areas of the academic appointment: teaching, scholarship, and service, will be more clearly articulated in the policy.
- d) The AAPM directs unit heads to issue PTR letters that clearly communicate the rationale for the PTR award and the process that was used. Too often, our members do not receive such letters. The new policy will mandate them.

When we have completed a draft of the PTR policy, we will post it and invite feedback.

Please direct comments to faculty@utfa.org.

Cynthia Messenger
UTFA President

The Part-Time Appointments Policy and Precarity October 4, 2017

The official title of the part-time policy: Policy and Procedures on Employment Conditions of Part-Time Academic Staff

[The term “staff” no longer refers to academic appointees.]

Date of first publication of the policy: June 17, 1976

Last date of revision: March 7, 1994

Length of policy: 2.5 pages

URL:

<http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/PDF/ppmar071994i.pdf>

UTFA will seek to re-negotiate this policy in the upcoming bargaining round. Why?

Because U of T and UTFA together must begin to address the precarity of part-time academic employment and the deep inequities that accompany it.

UTFA has been working on part-time issues for some time. There are approximately 250 faculty in the part-time teaching stream. Many are long-serving.

Language still in U of T’s part-time policy appears to recognize the disadvantaged status of part-time appointees and the need to do something about it. In 1999, something was done for *full-time* members of the teaching stream, when the continuing ranks of Lecturer and Senior Lecturer were created. But nothing has been done to regularize part-time faculty, especially those who have been long-serving. The policy language quoted directly below has never, to my knowledge, been acted upon:

“(12) The Vice-President and Provost shall give careful consideration to collecting information regarding teaching, research and University service by part-time academic staff and, after five years, make recommendations on the employment conditions of part-time academic staff.

(13) The transition will be effected by the appointment of a committee to be set up by the Vice-President and Provost which shall review the disposition of all individuals presently holding part-time appointments for the academic year in which these proposals are implemented. The review shall involve an activity analysis, and the establishment of entitlement of rank, continuing appointment, and research or study leave due to past service.”

Here are some additional reasons we must re-negotiate the part-time policy:

1. UTFA has discovered through surveys, focus groups, and in-depth interviews that working conditions for part-time faculty are poor, especially in terms of workload, but

also in terms of salary, opportunities to conduct scholarship, standing, career advancement, security, and academic freedom.

2. Part-time faculty were excluded from access to new professorial ranks when UTFA and the University Administration completed negotiations on the teaching stream policy in December of 2014. Part-time and full-time teaching stream faculty should have the same professorial titles. The part-time policy lists ranks that are no longer used for new hires at U of T: Tutor, Senior Tutor, Instructor, and Clinical Associate. The reference to “Lecturer” in the policy refers to an early title for Assistant Professor, Conditional.
3. The policy defines part-time in the following way: “A part-time appointment is one that does not exceed 75 per cent [sic] of full-time employment.” The revised teaching stream policy (2015) defines full-time as 100 percent. By implication, *anything* less is part-time. So two policies are currently in conflict.
4. The part-time policy outlines research leave for part-time appointees. That leave should be covered in the Memorandum of Agreement, as it is for full-time appointees.
5. The role of the grievance procedure in a part-time appointment must be clarified.
6. The ability to drop from full-time tenure or continuing status to part-time must be clarified and governed by clear guidelines. The rights of the appointee to move back to full-time must be ensured.
7. Most faculty who are part-time are in the teaching stream. The current teaching stream policy should be revised to include provisions for part-time appointees, setting out how they are appointed and for what duration.

UTFA has heard from many part-time faculty and is always willing to learn more about their conditions of employment. If you are part-time and believe that you need advice or that information on your conditions of employment might help UTFA in negotiations, please contact us at faculty@utfa.org.

Cynthia Messenger
UTFA President

UTFA Income Statement
Actual vs. Budget 2015-2016 // YTD Jun 2017 vs Budget 2016-2017
YTD Sep 2017 vs Final Budget 2017-2018

		<u>Actual</u>	<u>2015-16</u>	<u>Actual</u>	<u>2016-17</u>	<u>Actual</u>	<u>2017-18</u>
		<u>Jul '15 - Jun '16</u>	<u>Budget</u>	<u>Jul '16 - Jun '17</u>	<u>Budget</u>	<u>Jul - Sep 17</u>	<u>Final Budget</u>
Income							
4000 · Membership Dues							
4001 · UofT	2,958	\$2,964,814	\$2,952,822	\$3,080,717	\$3,100,000	\$828,740	\$3,400,000
4002 · St. Michael's College	24	\$18,515	\$17,224	\$16,515	\$18,500	\$6,500	\$21,000
4003 · Victoria College	30	\$23,816	\$15,186	\$25,071	\$23,800	\$6,253	\$25,000
4004 · Trinity College	5	\$5,087	\$3,244	\$2,608	\$5,100	\$3,855	\$5,200
4005 · Retiree	443	\$25,150	\$29,529	\$21,577	\$25,000	\$450	\$25,000
Total 4000 · Membership Dues	3,460	\$3,037,382	\$3,018,005	\$3,146,488	\$3,172,400	\$845,798	\$3,476,200
4040 · Subsidies							
4041 · Subsidy - Office Rent		\$107,288			\$119,774		\$140,000
4042 · Subsidy - Telephone		\$8,220		\$9,481	\$10,000		\$10,000
Total 4040 · Subsidies		\$115,508		\$9,481	\$129,774		\$150,000
4999 · Uncategorized Income				\$542			
Total Income		\$3,152,890	\$3,018,005	\$3,156,511	\$3,302,174	\$845,798	\$3,626,200
Expense							
5000 · External Fees							
5011 · Dues to CAUT		\$422,729	\$421,349	\$436,771	\$436,771	\$109,193	\$463,226
5012 · Dues to OCUFA		\$411,807	\$410,523	\$430,373	\$430,373	\$107,593	\$458,586
5020 · Dues to CAUT Defence Fund		\$1,134	\$1,500	\$1,184	\$1,134	\$314	\$1,392
Total 5000 · External Fees		\$835,670	\$833,372	\$868,328	\$868,278	\$217,100	\$923,204
5050 · External Legal & Consulting							
5055 · Legal Salary Ben. & Pen.		\$147,747	\$225,000	\$74,915	\$125,000		\$300,000
5058 · Association Grievances			\$15,000	\$10,678	\$2,500		\$50,000
5060 · Legal Grievances		\$310,683	\$200,000	\$753,889	\$315,000	\$66,713	\$250,000
5065 · Legal Other		\$40,298	\$15,000	\$34,022	\$20,000		\$40,000
5070 · Consulting Salary Ben. & Pen.		\$37,418	\$20,000	\$92,830	\$25,000	\$6,102	\$100,000
5075 · Consulting Grievances			\$1,000	\$6,271	\$500		\$5,000
5080 · Consulting Other		-\$6,650	\$20,000	\$23,525	\$10,000	\$4,125	\$15,000
6600 · Auditor		\$9,904	\$10,000	\$10,074	\$10,000		\$12,000
Total 5050 · External Legal & Consulting		\$539,400	\$506,000	\$1,006,204	\$508,000	\$76,940	\$772,000
6000 · Administration							
6001 · Staffing							
6005 · Salaries		\$582,361	\$700,000	\$635,728	\$660,000	\$209,406	\$850,000
6006 · Group Insurance		\$62,309	\$55,000	\$88,395	\$78,000	\$26,072	\$94,545
6007 · Pension / RRSP		\$73,205	\$85,000	\$87,392	\$86,000	\$25,426	\$104,242
6008 · Casual Labour - Office		\$26,299	\$40,000	\$37,105	\$25,000	\$6,403	\$25,000
6020 · Professional Dues and Expenses		\$4,771	\$6,500	\$5,634	\$5,000		\$6,500
6025 · Professional Insurance		\$7,372	\$10,000	\$7,416	\$8,000	\$1,440	\$8,000
6030 · Other Benefits		\$6,781	\$8,000	\$11,700	\$7,000	\$237	\$11,000
6322 · IT Services		\$49,127	\$65,000	\$46,024	\$50,000	\$9,980	\$50,000
Total 6001 · Staffing		\$812,225	\$969,500	\$919,394	\$919,000	\$278,964	\$1,149,288
6100 · Office Expenses							
6102 · General		\$4,432	\$8,000	\$4,879	\$4,500	\$1,196	\$5,000
6105 · Postage		\$4,323	\$3,000	\$3,679	\$3,500	\$1	\$4,000
6108 · Courier		\$995	\$1,000	\$1,204	\$1,000	\$102	\$1,200
6110 · Stationery		\$1,831	\$3,200	\$10,217	\$5,000		\$5,000
6116 · Printing and Duplicating		\$2,835	\$15,000	\$7,075	\$3,000	\$197	\$5,000
6120 · Office Supplies		\$4,747	\$8,000	\$5,560	\$5,000	\$1,057	\$6,000
6122 · Telephone		\$14,380	\$9,720	\$17,348	\$18,000	\$4,636	\$20,000
6150 · Miscellaneous		\$5,064	\$5,000	\$10,347	\$6,000	\$6,528	\$10,000
Total 6100 · Office Expenses		\$38,607	\$52,920	\$60,309	\$46,000	\$13,717	\$56,200
6300 · Office Equipment							
6305 · Furniture and Equipment		\$2,357	\$30,000	\$36,386	\$35,000	\$14,394	\$35,000
6310 · Computer Hardware & Software		\$8,663	\$70,000	\$14,988	\$25,000	\$4,543	\$20,000
6315 · Equipment Rental and Repair		\$9,210	\$4,100	\$9,210	\$9,500	\$2,303	\$8,000
Total 6300 · Office Equipment		\$20,230	\$104,100	\$60,584	\$69,500	\$21,240	\$63,000
6400 · Advertising and Communications							
6425 · Other		\$5,175	\$2,000	\$4,647	\$6,000	\$1,752	\$6,000
Total 6400 · Advertising and Communications		\$5,175	\$2,000	\$4,647	\$6,000	\$1,752	\$6,000
6500 · Insurance							
6505 · Contents Insurance		\$1,619	\$1,800	\$1,726	\$1,747		\$1,800
6510 · Directors & Officers Liability		\$2,700	\$2,750	\$2,700	\$2,835		\$3,000
6515 · Errors and Omissions		\$4,606	\$4,650	\$4,606	\$4,606	\$4,606	\$4,606
Total 6500 · Insurance		\$8,925	\$9,200	\$9,032	\$9,188	\$4,606	\$9,406
6700 · Library		\$3,022	\$2,500	\$3,566	\$3,025	\$494	\$4,000
Total 6000 · Administration		\$888,184	\$1,140,220	\$1,057,532	\$1,052,713	\$320,773	\$1,287,894

UTFA Income Statement
Actual vs. Budget 2015-2016 // YTD Jun 2017 vs Budget 2016-2017
YTD Sep 2017 vs Final Budget 2017-2018

	Actual	2015-16	Actual	2016-17	Actual	2017-18
	Jul '15 - Jun '16	Budget	Jul '16 - Jun '17	Budget	Jul - Sep 17	Final Budget
7000 · Stipends						
Total 7000 · Stipends	\$105,928	\$105,500	\$105,526	\$105,000	\$26,664	\$105,000
7200 · Outreach & Communications	\$11,335	\$25,000	\$16,968	\$15,000	\$2,571	\$15,000
7300 · Member Services						
7305 · General Member Services	\$11,413	\$14,000	\$27,617	\$25,000	\$1,806	\$30,000
7310 · AGM	\$10,950	\$9,000	\$14,304	\$10,000		\$15,000
7315 · Workshops/Conf.-UTFA sponsored	\$8,733	\$4,000	\$29,469	\$7,500		\$15,000
7320 · Macpherson Lecture	\$31,730	\$25,000		\$7,500		\$15,000
Total 7300 · Member Services	\$62,826	\$52,000	\$71,390	\$50,000	\$1,806	\$75,000
7500 · Committee Expenses						
7510 · Council	\$7,677	\$7,000	\$13,869	\$10,000	\$296	\$12,000
7512 · President	\$1,644	\$1,250	\$4,736	\$3,000	\$825	\$5,000
7515 · Executive	\$10,113	\$8,000	\$14,381	\$10,000	\$1,535	\$15,000
7520 · Grievance	\$1,482	\$1,000	\$1,875	\$1,000	\$157	\$1,000
7525 · Salary and Benefits	\$567	\$1,000	\$1,225	\$1,000		\$1,000
7530 · University & External Affairs	\$240	\$1,000	\$155	\$1,000		\$1,000
7540 · Appointments	\$756	\$1,000	\$376	\$1,000		\$1,000
7545 · Equity	\$563	\$1,000	\$705	\$1,000		\$1,000
7550 · Teaching Stream	\$224	\$1,000	\$297	\$1,000		\$1,000
7560 · Librarians	\$1,769	\$1,000	\$1,412	\$1,000	\$201	\$1,000
7565 · Financial Advisory	\$347	\$1,000	\$87	\$1,000		\$1,000
7566 · Membership	\$581	\$1,000	\$803	\$1,000		\$1,000
7567 · Retired Members	\$941	\$1,000	\$1,409	\$1,000	\$560	\$1,000
7580 · Office	\$219	\$1,000	\$98	\$1,000		\$1,000
7570 · Inter-Campus Travel	\$1,030	\$1,000	\$554	\$1,000		\$1,000
Total 7500 · Committee Expenses	\$28,153	\$28,250	\$41,982	\$35,000	\$3,574	\$44,000
7700 · Office Rent	\$124,515	\$19,800	\$23,407	\$138,836		\$175,000
8000 · Special Expenses						
7600 · Negotiation Expenses-Non Legal	\$7,422	\$10,000	\$11,779	\$12,500	\$2,184	\$15,000
8010 · Donations	\$3,600	\$5,000	\$43,100	\$30,000		\$30,000
8015 · Special Projects						
8016 · Renovation - Suite 410		\$260,000	\$61,099	\$30,000		
8016a · Renovation - Suite 408						\$250,000
8017 · Senior College Centre	\$24,287	\$45,000	\$31,857	\$32,000		\$34,000
8018 · Research Projects	\$170	\$11,200				
8019 · Other		\$10,000				
Total 8015 · Special Projects	\$24,457	\$326,200	\$92,956	\$62,000	\$0	\$284,000
8025 · Contingencies	\$12,203	\$10,000	\$4,500	\$15,000		
8030 · Conferences-attended by UTFA	\$20,475	\$15,000	\$32,598	\$25,000	\$5,212	\$10,000
8035 · Tuition Scholarships	\$12,740	\$60,000	\$13,100	\$20,000		\$30,000
8037 · Citizenship Award	\$2,000	\$2,000		\$2,000		\$25,000
8045 · Training	\$763	\$2,500	\$277	\$3,000		\$2,000
8050 · Outreach	-\$19					\$1,000
8055 · Special Initiatives	\$45	\$3,500	\$2,003			
8060 · Honoraria		\$1,000	\$500	\$1,000		\$1,000
Total 8000 · Special Expenses	\$83,686	\$435,200	\$200,813	\$170,500	\$7,396	\$398,000
Total Expense	\$2,679,697	\$3,145,342	\$3,392,150	\$2,943,327	\$656,824	\$3,795,098
Net Operating Income	\$473,193	-\$127,337	-\$235,639	\$358,847	\$188,974	-\$168,898
Investment Income			\$286,795			
Net Income - Operating plus Investment			\$51,156			

	30-Jun-13	30-Jun-14	30-Jun-15	30-Jun-16	30-Jun-17	30-Sep-17
Selected Assets						
1001 · ING	\$103,325	\$36	\$0	\$0	\$0	\$0
1007 · TD Canada Trust	\$812,209	\$1,223,675	\$1,179,062	\$1,089,761	\$333,611	\$179,967
1100 · Long Term Investments	\$2,584,429	\$2,908,004	\$3,046,828	\$3,029,191	\$4,115,986	\$4,179,473
Total	\$3,499,963	\$4,131,715	\$4,225,889	\$4,118,952	\$4,449,597	\$4,359,440