

Annual General Meeting, May 3, 2011

Table of Contents

Annual General Meeting Agenda	3
Executive Reports	5
President.....	7
Vice President, Chief Steward.....	8
First Vice President	9
Governance Report	10
Second Vice President	12
Secretary	12
Professional Affairs Officer	13
Non-North Van Member at Large	13
Treasurer	14
Committee Reports	17
Audit.....	19
Benefits Review	19
Capilano University Naming Opportunities.....	19
Disability Rehabilitation	19
Dispute Resolution	20
Education Policy	20
Employee & Family Assistance Program	20
Equivalent Workload.....	21
Faculty Professional Development.....	21
Food Services.....	22
Harassment	23
Harassment	24
Health & Safety (Joint Occupational Health & Safety)	26
Human Rights and International Solidarity	28
Mediation Committee.....	28
Non-Regular Faculty.....	29

Paid Ed Leave	29
Parking Committee	29
Pension.....	30
Physical Environment Committee	31
Placement Review	31
Social Committee	31
Status of Women	32
Student Appeals	32
Trade Union Practices & Ethics.....	32
Transportation	32
Washroom Advertising	32
Appendix	33
1. Capilano University Faculty Code of Ethics	35
2. Values and Principles Enshrined in Our Collective Agreement	36

Annual General Meeting Agenda

Tuesday, May 3, 2011, 8:30 a.m. – 12:45 p.m.

Room LB 321 and LB 322

Chair: President John Wilson

8:30 **Member Sign-in or Sign-up**

Refreshments and breakfast snacks

If you are not yet a member, you can sign up and become a member immediately. Joining costs nothing and membership gives you a voice and a vote at CFA meetings.

9:00 **1. Call to Order** – introduction of first-time AGM attendees

Draw for door prize - All

Draw for door prize - Volunteers

Determination of Quorum

Declaration of Proper Notice of Meeting

2. Approval of Agenda

3. Approval of General Meeting Minutes, April 5, 2011

9:15 **4. CFA Executive Committee Reports**

This is a question-and-answer opportunity.

Written reports are also included in the agenda package.

John Wilson President

Nanci Lucas Vice President, Chief Steward

Sandra Seekins ... 1st Vice President

Towser Jones 2nd Vice President

Todd Chaster Secretary

David Kirk Public Affairs

Joanne Quirk Non-North-Vancouver Campus Member-at-Large

Gordon Rudolph ... Treasurer

9:30 **5. 2010 Financial Results and 2011 Budget**

(a) Auditor Committee Report

(b) Treasurer's Report and Budget – see pages 15 and 16

Budget approval

9:45 **DRAW FOR DOOR PRIZES – ALL & VOLUNTEERS ONLY**

6. CFA Committee Reports and Committee Elections

Committee reports and elections will run concurrently. Before each committee is elected, there will be an opportunity to ask questions of the current committee members. Some committees did not meet during the past year, however, most did meet and their reports are included in this agenda package.

If you are a committee chair and would like to give an oral report, you are invited to so.

- Nancy Nowlan, Faculty Professional Development Chair

10:30 DRAW FOR DOOR PRIZE – ALL & VOLUNTEERS ONLY

7. Senate Motion

The CFA is concerned about the lack of due process at Senate when it discussed its sub-committee's report on Grading Profiles. The CFA suggests that the Chair and Vice Chair should be well trained in the rules of parliamentary procedure so that Senate meetings can be facilitated effectively in making its decisions.

The CFA is also concerned about the Senate Review Committee's process that is tasked with evaluating Senate's structure. This sub-committee should not make any recommended changes until broad consultation occurs similar to the original consultation when it created Faculties and established structures. This consultation should involve the CFA.

10:40 **8. Nominal Pot**

The Executive recommends reinstating the nominal pot.
Chief Steward Nanci Lucas will explain.

10:50 **9. University Budget Response**

11:00 **10. Recognition of Retirees**

Many members retired this year, and we are continuing the tradition started last year of recognizing their contribution by giving each one a cheque to cover the first year's membership in the B.C. Retired Teachers' Association (College/University Division).

11:05 DRAW FOR DOOR PRIZE – VOLUNTEERS ONLY

BREAK

11:25 **11. FPSE facilitator to lead members through a discussion on faculty evaluations**

12:45 LAST DRAW FOR DOOR PRIZE – ALL

12. Adjournment

BBQ LUNCH IN LOWER CAFETERIA

Executive Reports

President

You are a great faculty. You have a group wisdom that makes this a great place to work. You have developed and maintained a collegial model that is unique, both in how it operates and in the way it is protected and enshrined in our Collective Agreement. You face the ongoing challenge that all organizations with a unique culture face – how to pass along your passion and vision and keep the culture alive and relevant for the current time.

In my opinion, the legacy that we have inherited from earlier Capilano union leaders is based on RESPECT. RESPECT for our colleagues as thoughtful individuals and dedicated educational professionals. As a result we have constructed a legal environment that gives the collective, at various levels, the effective power to make decisions over our individual working lives. Some examples may help demonstrate how we have done this (not an exhaustive list):

- One member, one vote
 - in matters of the Union,
 - in matters of educational policy within our departments, and
 - in matters of daily work-life decisions such as workload, leaves and leadership
- An emphasis on process that allows flexibility in finding solutions that do not have to be the same University-wide
- Peer evaluation and mentoring processes
- Active participation in the selection of University administrators, deans, vice-presidents, and president.
- Requirements for the University to consult
- Individually participating in processes such as open forums for hiring deans, vice-presidents, and president.
- Individually participating in processes that provide feedback and encourage addressing various issues.

It has been a pleasure to contribute to the continuation of the unique culture that exists at Capilano University and makes this generally a great place to have a career as an educational professional within an individual's area of expertise. My thanks go out to previous chief stewards and bargainers such as Ed Lavalle, Pierre Coupe and Pat Hodgson for their contributions in forming and continuing the Capilano collegial model. My thanks also go to our current Chief Steward and Chief Negotiator, Nanci Lucas, who is also continuing the tradition and shares a passion for the uniqueness of this place.

This has been a year with a great Executive who worked well together. Many Executive members chose to run again and were re-elected. I know they will all continue to serve you well under the leadership of Tim Acton. My thanks to each one of you and your special contribution:

- Sandra Seekins – First Vice President – Thank you for being our point person on Senate issues, for so ably covering for me when I was absent, and for your advice.
- Towser Jones – Second Vice President – Thank you for your humor, value driven perspective on issues, and for your advice.
- Nanci Lucas – Vice President, Chief Steward – Thank you for your strong FPSE presence, your ability to make my writing and thoughts clearer, and your advice.
- David Kirk – Professional Affairs Officer – Thank you for your outreach to new members, the respectful quiet strength that you model, and for your advice.

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- Gordon Rudolph – Treasurer – Thank you for your generosity of time to become familiar with the duties of Treasurer, your thoughtful contributions to the debate, and for your advice.
 - Joanne Quirk – Non-North Vancouver Member-at-Large – Thank you for your willingness to help the union in any way you can, for your tireless reminder that there is a non-North-Vancouver perspective to be considered, and for your advice.
 - Todd Chaster – Secretary – Thank you for your spending of extra time to become familiar with the duties of Secretary, for your assistance with new technologies, and for your advice.

My last individual thank you is to Lou Milner. She has great insights into situations and messaging; she looks after all the details so well; she helped make this president do a better job for you and I expect that will continue for future presidents.

My final thank you is to the membership. Your collective wisdom has been a great inspiration for me and has reinforced my belief that people working together for a common good can do GREAT GOOD.

There are challenges ahead. I am confident that together as a union of educational professionals we can face these challenges successfully.

John Wilson

Vice President, Chief Steward

This academic year has been a busy one for the CFA stewards and the chief steward. Although we have not had to file many grievances this past year, we continue struggle with the University on issues such as leaves, evaluations and regularization.

The Executive and the bargaining team have bargained both locally and at the Common Table. We met a few times last academic year and then a couple of times in the fall. We are back to the bargaining table and we met most recently last April 18 and 20, and we continue to discuss important issues. We have most of our issues canvassed now and continue to discuss our key points. The University's bargaining team has changed since Mike Arbogast's retirement on March 31, 2011. It now consists of Jackie Snodgrass (chief spokesperson), Robert Campbell, Tamara Ilersich, Nitka Bayanpour, and John Waters, who is their consultant. We have three more meetings scheduled for May.

The Joint Standing Committee (JSC), which is the union/management committee charged with interpreting the contract and resolving contract issues, has met many times during the past eight months. The University members of the Joint Standing Committee are VP Finance and Administration Cindy Turner (who replaced VP Human Resources Mike Arbogast), and VP Education Academic and Arts Program Jackie Snodgrass (as designate of the University president). Tamara Ilersich also attended occasionally. The CFA members are VP - Chief Steward Nanci Lucas and 1st VP Sandra Seekins. CFA President John Wilson is also a member of JSC and his advice and knowledge were greatly appreciated, though he did not attend each meeting.

Overall, JSC seems to have been fairly productive, although we still have outstanding issues and differences in interpretation on some parts of the Collective Agreement. We will see if this continues when the new HR-Director is appointed.

Besides possible grievances, JSC and numerous member concerns, I was elected 1st VP at FPSE and I plan to stand for re-election at the upcoming FPSE AGM in a couple of weeks. This has been a great experience and I hope to continue with it next academic year. As 1st VP, I'm also the Chair of the Provincial Negotiating Committee and this role has helped our local bargaining.

Issues and questions around return to work, duty to accommodate and the application of our sick leave, STD and LTD benefits continue. We would like to personally, and on behalf of the CFA, thank our members on the Disability Management Committee. This Committee requires tremendous time and energy commitments on the part of our members. Although it is by nature not a high-profile committee, I have seen the compassion, passion and commitment of our representatives, Keith Lam and Pat Hodgson. Thank you both for your work in supporting some of our most vulnerable members!

Please contact a steward as early as possible if you are experiencing contract administration problems. Several of our larger issues or grievances in the past might more easily have been resolved if the grievor had sought the Union's assistance earlier in the process.

We also advise members to take a steward to any meeting with the University, especially if the VP Finance and Administration or the Faculty Manager is in attendance. It is to your benefit and protection to have a steward along.

In closing, I would like to thank the many area stewards who have worked hard to acquaint themselves with the Collective Agreement and to assist the members in their areas with a multitude of problems and issues. We have one of the most well developed steward systems in FPSE and our Union is strengthened by your dedication and volunteer effort. Thanks.

I would also like to extend a personal thanks to John Wilson and the other members of the Executive. We are a great team. I hope this continues in the future. Much of the Executive's work goes unnoticed, but I know how many hours we all put in for the membership as a whole. And, I would like to thank Lou who is exceptional in the office. She is clearly an integral part to the team working as well as it does.

Submitted in solidarity,

Nanci Lucas
VP, Chief Steward

First Vice President

Well, another year has disappeared into the ether! It was a year marked by challenges, pertinent issues, ongoing dialogue, and collegiality. It is really the people that make serving on the CFA such a pleasure. I'd like to begin by thanking the other members of the Executive. To Lou, you are a saint, and we only give you a hard time because you mean so much to us! To our outgoing and soon to be Past President John, my utmost respect and gratitude for your principles, determination, and moral certainty; you are leaving a substantial legacy. To Nanci, often seen fighting the good fight at numerous levels with a variety of individuals, I admire your frankness, level-headedness, sense of humour, and drive. To David, I enjoy your prioritizing, your wisecracks, and your measured responses. Towser, I am thankful for your commitment and your no-nonsense ability to grasp the pertinent nuggets of an issue and to re-orient us if we're meandering. Jo, your cut-to-the-chase focus and pragmatism are admirable. Gordon, it's been

great to have you back. Todd, I hope you enjoyed your year on the Executive; it was nice to have a new voice in the crowd.

One of my roles this year was “governance” and I’ve submitted a separate report outlining my activities, observations, and recommendations in that regard.

It was a busy year. Bargaining is ongoing, we’ve been taking forward the input of members regarding remuneration for the LSBA Tutorials and Graduating Projects, working to assist coordinators to productively address their working conditions (increasing workloads and stress), and dealing with a myriad of substantive issues that daily cross our paths (dare I utter the words “Grading Profile”?).

We have had the opportunity to experience the working style of a new President and to be involved in initiatives which benefit members, students, and the institution as a whole. We are always doing our best to maintain and enhance collegiality and the consultative process.

There are many challenges to come. We will refocus ourselves at the August Executive retreat – with our new and incoming President “whistling” Tim Acton – and make our to-do list and our wish-list for the 2011-2012 academic year.

I encourage all of you to continue being involved and to get even more involved in your Union. There is no time to rest because there is always more to do and, in addition to dealing with novel struggles, we have to honour our roots and preserve what has already been hard-won. Rights that have been gained can be lost; motivations can shift, and former promises can falter. As always my motto is: “Remain Vigilant.”

Yours in Collegiality,
Sandra Seekins
CFA 1st Vice President
Chair, Humanities Division
Faculty, Art History Department

Governance Report

I was in charge of the special project of “governance” for the CFA this past year that had one section release. I have been regularly attending Senate as a non-voting guest for two years, so I was well placed for this assignment.

My governance duties involve keeping an eye on Senate procedures, reviewing the Board agendas and minutes, attending governance conferences, becoming a member of Senate subcommittees, and writing a report that includes some recommendations. I would like to report that I am now on the Planning and Policy Committee, but I was unsuccessful in my bid to get on the Senate Budget Committee that does not allow non-voting members of Senate.

I attended two conferences on governance in the fall - one at UBC and one downtown hosted by FPSE. I would have attended one in New Westminster that was predominantly for administrators, but the registration fee was over \$1,000., and that did not seem good value for the money (although the fee is interesting in and of itself...). My recommendations follow my brief summaries of the conferences. I will gladly provide more information about anything in my report.

7th International Workshop on Higher Education Reform, “Reform of University Governance – Developments, Policy, Fads and Experience in Comparative Perspective,” St. John’s College, University of British Columbia, Oct. 7 & 8, 2010

I listened to many presentations. There were numerous fascinating anecdotes and horror stories about university governance, but I’ll simply amalgamate the thematic nuggets of interest here as they pertain to our specific situation:

Pressure/Time Erosion of Faculty: increased work and “administrivia” (assessment, subcommittees, paperwork, new initiative implementation, meetings) suck us into procedures and processes without the time to properly investigate where they came from or how they work or if they’re flawed

Relationship between Faculty Unions and Senates: when Senates become “comatose”, the Faculty Unions generally have more and harder work ensuring appropriate procedures, consultation, etc. It is the Union, not the Senate, which preserves rights and acceptable working conditions for employees

Senates need to be revived; they need to be venues for vigorous debate, not “rubber-stamping” mechanisms, and yet Senates are generally structured to defeat activist culture, so there must be strategizing in light of this – focus your energies, go for the high impact, high yield results

Trends: increased managerial/administrative structures, emphasis on expensive, branding/marketing, aggressive internationalization for increased revenue, the “illusion of consultation” or “consultation as collective anesthesia” i.e. not *genuine* consultation

FPSE Sponsored Governance Conference, Nov. 13, 2010

Jim Turk, Executive Director of CAUT, gave one of the best presentations. Again, I’ll summarize some key points:

-Senates don’t work and never have worked (this has been known and shown in data for years!)

-Creating Collective Agreement language that curtails Senate power is unsuccessful, since it can be overruled; however, Faculty Associations provide pan-faculty empowerment, which is a significant and productive challenge to administrators

-A guiding principle: the Academic voice should be the dominant one in all academic decision-making

-The President of an institution should not be the Chair of Senate

Based on this year’s work, my **recommendations** are as follows:

- Identify allies; hold regular faculty Senator caucuses and faculty/student Senator caucuses (for substantive discussions and follow-up, getting items on the Senate agenda, ensuring adequate consultation on significant issues, etc.)
- Apply pressure to change the University Act so that there is a stronger Faculty presence on Senate and on Senate subcommittees
- Arguing for implementation of an annual Senate self-study survey and subsequent stringent review of its own bylaws, practices, and procedures
- Development of strategies to use Senate more effectively as a venue for substantive discussion/debate (create a culture of meaningful action and engagement)
- Workshops for ALL Senators on procedures, principles, and bylaws

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- Use all the means at our disposal: big F faculty meetings, CFA meetings, Division meetings, etc. to continually renew our commitment to our contributions as educators, our concern for students, and to protect our decision-making autonomy

This coming academic year, I will continue in the governance role, and I will canvass faculty on the above recommendations and how best to proceed with investigating, evaluating, and, hopefully, improving the procedures and policies of administrative and governance bodies.

Submitted by
Sandra Seekins

Second Vice President

The position of Second Vice President carries with it no very specific duties beyond attendance and participation at weekly Executive meetings and willingness to help with whatever tasks come up. On behalf of the CFA, I attended one day of the BC Federation of Labour's annual conference and one meeting with Kris Bulcroft. I also attended regularly stewards' and coordinators' meetings with the Executive.

The CFA Executive has been most welcoming to me as a new member, and I thank all of them for that. This has been an interesting Executive group: while members have not always been in complete agreement, we have been able to speak freely and honestly and have always eventually arrived at consensus, even on extremely sensitive and difficult issues.

I cannot close this report without a particular vote of thanks to John Wilson for his many years of leadership in the Union. I also thank the members of committees for which I serve as Executive liaison for keeping me in their various loops. It has been an honour to serve as second Vice President, and I look forward to next year as Secretary.

Respectfully submitted
Towser Jones

Secretary

I am very pleased and happy to report that I have thoroughly enjoyed sitting on the Executive committee as secretary for the past year. During this time, the Executive has addressed issues of faculty workload, professional development, access to benefit plans and fair and open processes with respect to evaluations, appointments, and assignments of workload. It has been a pleasure to serve and learn – all at the same time – and as such, my experience has been both full and rich. I would like to thank the Executive for providing an environment that fostered my growth and development as a faculty and Executive member and acknowledge the dedication of my fellow members on the Executive committee for all their hard work. I would also like to acknowledge Lou Milner for her efforts which helped keep the Executive organized. All of my best to the new Executive in the coming year.

Sincerely,
Todd Chaster

Professional Affairs Officer

I am very happy to report I have thoroughly enjoyed sitting on the Executive committee as Professional Affairs Officer. This was my third year on the Executive committee. I have always been actively involved in union work and I feel it is important to get involved in some capacity. Being on the Executive at Capilano continues to provide me an opportunity to learn about the history, challenges, and good things that the CFA has done.

One of the tasks I undertook on behalf of the CFA this past year was member outreach and in particular new member outreach. I started off the academic year with a table at the new faculty orientation in September to sign up new members. That was followed up by contacting new faculty members throughout the past year with phone calls and emails. I also attended department and divisional meetings to encourage members both new and old to get involved with the CFA and to attend our regular meetings. I did notice a number of new members attending general meetings over the past year. Each term we offered a lunch for new members. I thoroughly enjoyed meeting with fellow colleagues throughout the year to promote the CFA. Over the past year, we had around 30 new members sign up. I would be more than willing to help with a table at the next faculty orientation day in the fall. Through attending meetings, I responded to many colleagues who asked good questions about supporting First Nations learners in their classrooms.

I would like to acknowledge the dedication of my fellow members on the Executive committee for all their hard work. I raise my hands to our outgoing President for his years of service to the CFA and to our incoming President. I would also like to acknowledge Lou Milner for all of her good work! I look forward to being of service to the CFA in the coming year as the professional affairs officer.

Huy ch q'u (thank you)
David Kirk

Non-North Van Member at Large

If you ever want a crash course on “Understanding the Nuances of a Collective Agreement” get involved in bargaining. This past year I’ve been one of your representatives bargaining with the University and I sit at the common table for the Provincial Bargaining Committee, representing the CFA. To say the least it’s been enlightening. I think the membership made a wise decision in agreeing to fund the creation of an annotated version of our Collective Agreement. I’ve found myself more than once asking, “Where did you find that, or how did that article get interpreted that way?” We are very fortunate to have the experience and knowledge that sits on our side of the table.

The CFA president and I continued with our lunchtime meetings at the regional campuses. This year we were able to meet with the Squamish faculty twice and the Sechelt faculty once. We usually have four to eight people attend. The numbers don’t necessarily reflect this but our regional faculty members do appreciate the efforts of the CFA to keep the regional campuses involved and updated on what’s going on.

The CFA has provided both campuses with “Live Meeting” cameras. Once we get all the kinks worked out I’m hoping more members will take advantage and access our general meetings.

In Solidarity
Joanne Quirk



Treasurer

This is the report on the financial affairs of the Capilano University Faculty Association for our fiscal year of May 1, 2010, through April 30, 2011. As not all expenditures incurred in the month of April have cleared our chequing account, the final numbers for the 2010-2011 Budget Operating Fund are approximate, but should be very close to actual costs when extrapolating from previous months' expenditures.

The Balance sheet, on the next page, indicates Total Member's Equity increasing 4.7% to \$670,836 as of April 30, 2011, from last year's number of \$640,482. This increase can be credited to expenditures generally falling within budget limits, an uptick in membership dues (possibly due to increased number of faculty), a slight increase in interest revenue, and a prudent budget set by last year's Executive.

Despite this year's increase in revenue from membership dues, the proposed budget for 2011-2012 anticipates that membership dues next year will be slightly less than the actual dues received this year. At time of writing it is anticipated that the challenges the University itself is facing balancing its own budget will lead to the likelihood of some minor contractions in some program offerings. The resulting slight decline in membership dues should be offset by Interest revenue increasing next year as longer term deposits with better rates are now in place.

Total release sections, including bargaining sections, will increase to 18 from this year's 16. This temporary addition of two sections is in place in the proposed budget for 2011-2012 to fund the Collective Agreement Annotation Project. This is a structural investment we are making in comprehensive succession planning and it is anticipated that this project will take two years. The plan for this project will require approval by our association next spring for a final temporary additional two-section release allocation in 2012-2013. The main effect on the proposed budget for 2011-2012 will be to reduce the transfer to the strike fund from the Operating Fund to \$5000. Note that the strike fund will also increase next year by approximately \$8000 in interest, so it will continue to grow during this historic time of investment in succession planning and action.

Respectfully
Gordon Rudolph
CFA Treasurer

Capilano College Faculty Association						
2010-2011 Financial Statements (Unaudited / Unreviewed)						
For the year-ended April 30, 2011						
and Budget for 2011-2012						
Capilano University Faculty Association						
Balance Sheet (Unaudited)						B
April 30, 2011						
	Operating Fund	Strike Fund	Negotiations Fund	Education Fund	Total April 30, 2011	Total April 30, 2010
Current Assets						
Bank - Prime account	(468,601)	485,474	71,829	9,180	97,881	13,115
Term Deposit Operating	555,400				555,400	550,000
Accounts Receivable	81,250				81,250	112,000
Total Current Assets	168,049	485,474	71,829	9,180	734,531	675,115
Equipment						
Equipment at cost	6,855				6,855	5,500
Less: Accumulated Depreciation	(2,881)				(2,881)	(1,333)
Net Book Value of Equipment	3,974	-	-	-	3,974	4,167
TOTAL ASSETS	172,023	485,474	71,829	9,180	738,505	679,282
Liabilities and Members' Equity						
Current Liabilities						
Accounts payable	61,481				61,481	38,800
Salary and Withholding payable	6,188				6,188	-
Total Current Liabilities	67,669	-	-	-	67,669	38,800
Members' Equity						
Internally Restricted		485,474	71,829	9,180	566,482	541,473
Unrestricted	104,354				104,354	99,008
Total Members' Equity	104,354	485,474	71,829	9,180	670,836	640,482
TOTAL LIABILITIES AND MEMBERS' EQUITY	172,023	485,474	71,829	9,180	738,505	679,282
Capilano University Faculty Association						
Release Sections for:	2011-2012	2010-2011				
Cost per section including benefits =		12,450		12,500		
President	6.0	74,700	4.0	50,000		
Executives' Projects	1.0	12,450	2.0	25,000		
Chief Steward	6.0	74,700	5.0	62,500		
Stewarding Support		-	1.0	12,500		
Annotated Collective Agreement	2.0	24,900				
Rehab Committee Support	0.5	6,225	0.5	6,250		
Summer Coverage	0.5	6,225	0.5	6,250		
Operating Release Sections	16.0	199,200	13.0	162,500		
Chief Bargainer	0.0	-	0.0	-		
Bargaining Team - 1.0 each	2.0	24,900	3.0	37,500		
Bargaining Release Sections	2.0	24,900	3.0	37,500		
Total Release sections	18.0		16.0			
Dues on Base Faculty salary	1.95%					
FPSE Dues Rate	0.90%					

Capilano University Faculty Association							RE
Revenue, Expense and Members' Equity (Unaudited)							
For years ended April 30							
	1	2	3				
	2011-2012 Budget	2010-2011 Budget		ACTUAL RESULTS 2010-2011			
	Operating Fund	Operating Fund	Operating Fund	Strike Fund	Negotiations Fund	Education Fund	TOTAL
Revenue:							
Membership Dues	575,000	565,000	581,212				581,212
Release Sections from University	24,900	25,000	25,000				25,000
Interest	2,000	1,000	1,356	6,191	1,144	108	8,799
Other			-				-
Total Revenue	601,900	591,000	607,568	6,191	1,144	108	615,011
Expenses:							
Release Sections (see previous page)	199,200	162,500	161,556		37,500		199,056
FPSE Dues	265,385	261,000	268,535				268,535
Bursaries - Donation	2,200	2,200	2,100				2,100
Memberships and Donations	500	500	2,645				2,645
Conferences/Education/Workshops	1,000	1,200	220			826	1,046
Professional Development Committee	2,200	2,200	2,100				2,100
External Public Relations	500	500	169				169
Internal Public Relations	3,000	1,500	3,432				3,432
Printing	500	750	437				437
Telephone	1,200	1,000	580				580
Office Supplies	2,000	2,000	1,672				1,672
Web and Computer Maintenance	2,500	2,500	1,178				1,178
Meetings Refreshments	12,500	12,500	10,071		2,108		12,180
FPSE AGM	5,000	4,000	5,249				5,249
Travel / Mileage	3,000	3,000	3,710				3,710
Salaries / Benefits	73,600	68,000	72,588				72,588
Staff Training	1,200	1,200	-				-
Contingency	500	500	67				67
Non-North Vancouver Communications	300	1,000	-				-
Professional Services	2,500	2,500	2,366		4,000		6,366
Infrastructure Upgrade	1,000	3,000	1,548				1,548
Total Expenses	579,785	533,550	540,222	-	43,608	826	584,657
Excess (Deficiency) Revenue Over Expenses	22,115	57,450	67,346	6,191	(42,464)	(718)	30,354
Transfer - Operating to Strike Fund	(5,000)	(30,000)	(30,000)	30,000			-
Transfer - Operating to Negotions Fund	(30,000)	(30,000)	(30,000)		30,000		-
Transfer - Operating to Education Fund	(2,000)	(2,000)	(2,000)			2,000	-
Net Increase (Decrease) in Fund	(14,885)	(4,550)	5,346	36,191	(12,464)	1,282	30,354
Beginning Fund Balance, May 1	104,354	100,339	99,008	449,283	84,293	7,898	640,482
Ending Fund Balance, April 30	89,469	95,789	104,354	485,474	71,829	9,180	670,836

Committee Reports

Audit

To be presented orally

Benefits Review

No report submitted.

Capilano University Naming Opportunities

This committee only meets when a naming opportunity is submitted for a building, campus space, program or project. The committee is made of students, staff, faculty and administrators. The two CFA representatives are Sandra Seekins and Stephen Williams.

The committee met twice in the last year to review a naming opportunity. In all cases, the committee meets in camera due to the sensitive nature of a donor's wishes. The committee discusses whether the opportunity is in line with the University's mission and the criteria set out in the committee mandate. At a later date, assuming the details of the opportunity are approved and finalized, there is an announcement made to the University community, and to the general public.

It has been a pleasure to volunteer on this important committee as a CFA representative.

Submitted by
Stephen Williams

Disability Rehabilitation

Capilano's Disability Management Committee meets once a month. Your committee members participate in all Return to Work meetings and contact people who are going off on sick leave or anticipating a return. Meetings are collegial but the mood has become more oppositional as we struggle with Graduated Return to Work issues, especially in the summer term, and for partial claims. The Committee has two management representatives (VP Academic, Jackie Snodgrass, and Dean Arts and Science, Robert Campbell), two CFA representatives (Keith Lam and Pat Hodgson) and the Human Resources Advisor for Disability and Wellness (Leslie Walsh). Leslie chairs the Committee and manages the communication with the insurance carriers. Some of our members are concerned about the pro-carrier approach our Wellness Advisor has been taking.

Currently the Committee is dealing with 14 claims and 15 active accommodations.

We continue at Capilano to struggle with the issue of Graduated Return to work (work hardening). Faculty are returning to work and being asked to work for extended periods with no break. Some of our most vulnerable members are being told to work 12 or 16 months and the need to work harden is the reason given. Work hardening needs to be finite and we have been raising this point at the Committee and asking to push the carrier on the issue.

We are requesting that a new Return to Work meeting be called every three months if a faculty member is not yet able to return to full time duties. At these meetings we intend to push for a revised Return to Work plans that include PD and holidays.

Submitted in solidarity,
Pat Hodgson and Keith Lam

This is Keith's last year on the Committee and Pat wishes to thank him for his contribution and service.

Dispute Resolution

No report submitted

Education Policy

No report submitted

Employee & Family Assistance Program

The committee itself did not meet but this summary of usage was sent to me [Alison Parry] by Leslie Walsh.

December 1, 2009 to November 30, 2010

- There were 132 accesses this year, compared to 159 accesses the previous year, which translates to an annual utilization rate of 19.5%, down from 23.77%.
- There were 112 mainstream counseling services accesses, compared to 114 the previous year.
- Access to WorkLife services decreased to 20 from 45 the year before. This category includes legal and financial advice, as well as elder/adult care and personal health and well being (nutrition and naturopathic services).
- There were no accesses for Trauma Services in the 2009-2010 contract years.

-
- Employees made up the majority of accesses with 112 accesses, followed by spouses with 11 accesses. Most accesses were by females (88), full-time employees, who had between 5 to 14 years of service with Capilano University.

Prepared by Leslie Walsh, March 29, 2011

Submitted by
Alison Parry

Equivalent Workload

No report submitted.

Faculty Professional Development

Committee Membership Update

The Faculty PD Committee meets every month to plan May PD events and adjudicate Faculty PD funding reimbursement and Teaching and Learning Grants. Committee members host individual PD sessions.

Teaching and Learning Centre

A Director of Teaching and Learning was hired in October 2010 with an assistant hired in March 2011. Funds supporting part-time clerical assistance for PD Days are being used towards this hire. The faculty PD cost centre has been moved from VP Arts and Academic to the Director, along with Educational Technology and AV. The Advisory Committee to the Teaching and Learning Centre may be the existing University Technology Committee rather than a new committee as was requested by the CFA.

The relationship between the T&L Centre and Faculty PD Committee activities remains unclear, with the assumption being that the T&L Centre will handle all activities other than May PD Days.

May 2-18 2011 Professional Development Days

Two weeks of sessions on all aspects of teaching and learning are organized by the PD Committee on a \$7,500 budget. The calendar sent (soft copy) to all faculty contains more information. Brochures were also distributed to all departments. Register at www.capilano.ca/facultypd. Our May 2010 PD Days were highly successful with increased registrations from 2009 (when registrations increased substantially from 2008) and glowing feedback. The website listed contains information on past PD Days and other PD resources.

Teaching and Learning Grants

Two one-section releases for research on teaching and learning at Capilano are available as part of the spring 2011 PD funding reimbursement. One has been allocated to date. A second call for proposals may occur in August 2011, budget permitting.

Faculty PD Funding Reimbursement

A \$40,000 fund is available to all faculty on adjudicated application bi-annually. All professional development, including conference attendance, reimbursement for all forms of tuition (up to \$1,500 annually for most funding, up to \$2,000 for conference presentations) is considered. Group PD funding is also allocated on request as the budget permits. The budget was exceeded in fall 2011. We should be carrying a surplus forward in 2011/12 according to the allocation of .2% of faculty salaries to professional development as negotiated (which increased our budget by approximately \$55,000+ annually). This surplus carry over was seen every year for the past three years until this year when it seems to have vanished, hopefully in error.

Submitted by
Nancy Nowlan,
PD Committee Chair

Food Services

The Food Committee consists of eight members: two from COPE, two CFA members, two students, one Aramark manager, and one from administration. Paul Gruber, Manager of Purchasing, chairs the monthly meeting. The meetings are one hour long on the last Thursday of the month, often well organized with a very friendly atmosphere.

Because the members are from different areas, scheduling is difficult, and the committee normally has six members attending the meetings.

Since last September, there've been five meetings. The following are the issues discussed: marketing free range egg breakfast, availability of wheat free/gluten free products, environmental initiatives to use paper less cups, surveys of food quality and demand for Starbucks coffee in Birch and the results of the students' Boycott Aramark Day. At the next meeting, which will be on April 28, the committee will continue discussing Student Union representatives' concerns about the food price and exclusive food and Coca Cola contracts.

Submitted by
Lian Zhang

Harassment

PART 1

AUGUST 2010 DECEMBER 2010

Overview

This report covers only the fall 2010 term as I will be retiring effective December 31, 2010! A new Advisor will take over soon and the position will be reinstated to half-time. As well as working with numerous conflict situations, my focus this term has been on the Respectful Learning and Working Environment process which culminated in the recent adoption of Capilano's first RLWE Policy.

Education and Prevention

The education mandate of the Advisor is fulfilled each year by responding to requests and developing initiatives to meet identified needs.

Here are the education initiatives carried on this term:

Respectful Learning and Working Environment with All Management

In this one hour session the All Management group was updated on the RLWE process and had an opportunity to review the draft policy and brainstorm approaches to orienting and training their teams.

Difficult Conversations -Staff Career Development

At the request of COPE, I offered this half-day workshop at the November Staff Career Development Day at the Mount Seymour Golf Club.

International Education Week Celebration

For the 6th year the Diversity and Equity Committee, which the Advisor has chaired since 2002, organized this event. This year the committee worked with the International Student Business Association ("CBus"), Study Abroad, and the CSU International Students on interactive activities and displays in the cafeteria.

Harassment Brochures, Posters, Bookmarks

These materials are posted and distributed throughout the campus.

Submitted by

Naya Kee

Harassment

PART 2

(Note: This Report includes the statistics contained in the Interim Report for the period August 2010 to December 2010.)

AUGUST 2010 - MARCH 2011

I. OVERVIEW

Beginning February 2011, the current Advisor began work in the role in a half-time capacity. His regular days on campus are Wednesdays and Thursdays, though he is flexible and has had meetings on and off campus with clients on alternate days as meets their needs.

As the information in this report indicates, the transition of Advisors has not led to a decrease in inquiries, which attests to the trust in the position that was built by the previous Advisor.

II. EDUCATION AND PREVENTION

The recent arrival of the new Advisor has meant that in the first two months of his fulfilling the role preventative trainings unrelated to specific concerns within teams have not been provided. Future workshops are in discussion with CSU and other groups on campus to ensure the education meets the needs and the interest of the community they will be designed to serve.

For Employees

Respectful Learning and Working Environment Workshops

The new Advisor has delivered one 1.5 hour RLWE Workshop and has another planned for another team in the Spring. Both are specifically designed to meet the needs of particular teams - integrating awareness-raising (about the Policy/Statement) and capacity building to increase the level of respectful behaviour within the team. The first was developed in consultation with the local supervisor. The latter is being developed in consultation with the Dean.

For Students

Resolving Conflict Positively

A Workshop is being developed in consultation with CSU staff to meet the needs of students and will be presented at the SUB.

University-wide

Respectful Learning and Working Environment

The Advisor is currently developing a general RLWE Workshop and will be presenting it all branches of the Capilano University community in the coming year.

Conflict Resolution and Harassment Website

The Advisor has begun to update the site. It will be enhanced on a continuous basis. See <http://www.capilanou.ca/services/personal/conflict.html>

III. RESPECTFUL LEARNING AND WORKING ENVIRONMENT INITIATIVE

The Advisor is developing an implementation strategy for the Respectful Working and Learning Environment Policy/Statement. In addition, a member of faculty is working on a Master's project researching the implementation and completing a literature review and survey of other institutions with the goal of making recommendations. She is being supervised by the President in this project. The results should prove valuable.

IV. CONSULTATION/INTERVENTIONS/COMPLAINTS

The Advisors were requested to consult in 34 challenging situations during the preceding seven months in which there was an acting Advisor, fifteen in the past two months alone.

CONSULTATIONS	Aug 2010- Mar 2011	
	#	%
Human Rights	5	18 %
Personal Harassment	3	0 %
Interpersonal Conflict	26	82 %

The **Human Rights** category contains all the complaints of harassment under the prohibited grounds of discrimination under human rights law.

The **Personal Harassment** category includes only situations where a person complains of demeaning or threatening words or behaviour that are not related to one of the grounds of discrimination.

Interpersonal Conflict refers to conflict situations that do not have the characteristics of either of the first two categories.

For the purposes of comparison here are the statistics from the past 7 years.

CONSULTATIONS	August 2003 – Mar 2011	
	#	%
Human Rights	71	18.8 %
Personal Harassment	45	11.9 %
Interpersonal Conflict	261	69.3 %

Charts showing details (gender and constituency of complainants and respondents, grounds, outcome, etc.) of the consultations that concerned Human Rights and Personal Harassment this year and for the previous seven years are found at Appendix A. *[Not included in this package. Will post on CFA website. Lou]*

The consultations on interpersonal conflict this year originated from different areas in the campus. Examples of responses:

- At the request of a VP and of a Dean, conducted interviews, made an assessment, and developed RLWE workshops involving staff (one already facilitated one upcoming).
- Prepared student for and facilitated mediation between the student and her instructor.
- At the request of a Dean, met with coordinator and will meet with individual faculty members to manage a dispute.
- Ongoing periodic consultations with a staff supervisor in a particularly challenging work area.
- Coached staff and faculty in approaching coworkers and managers with their concerns and resolving conflicts.
- Mediation process between a faculty member and coordinator is in preliminary process.
- Consultations with a Dean and Administrators on dealing with stresses and conflicts in their areas of responsibility.

Submitted by
Keiron Simons

Health & Safety (Joint Occupational Health & Safety)

The Joint Occupational Health & Safety (JOHS) committee comprises representatives from the University administration, staff, CFA, as well as the Occupational Health & Safety Officer and the Disability Awareness Coordinator. The two CFA representatives are Carrie Jung (since November 2007) and Laverne Thompson (since April 2010).

The committee meets once every month. In the past year, the JOHS committee has been very pro-active and productive:

- providing ongoing safety training, which included workshops on ergonomics and workplace violence prevention
- providing safety orientation for new employees
- providing First Aid Emergency preparedness training
- installing new way-finding signs throughout the campus (hallways, elevators, stairwells, classrooms, offices)
- participating in the first (annual) Great BC Shake Out, in which all members of all three campuses were asked to “Drop, Cover, and Hold On” on January 26, as part of a province-wide earthquake preparedness drill
- reviewing monthly statistics about accidents and injuries that have occurred on campus
- responding to correspondence received from members of the Capilano community concerning such issues as cleanliness (bathrooms, office space), temperature problems in offices, cigarette smoke, air quality, bear-proofing waste disposal containers on campus, and emergency telephones.

One of the most prevalent issues is smoking on campus, and over the years the JOHS committee has received much correspondence on this topic. In January, the JOHS issued a formal recommendation to the university Executive Committee, citing BC Occupational Health and Safety Regulation, Workplace Tobacco Smoke, 4.81 Controlling Exposure:

In order to reduce exposure to second hand smoke and fire risks present on campus, the committee recommends that smoking be permitted on campus in designated areas only.

The committee further recommended that two designated areas be selected for the construction of smoking shelters: 1) west end of Maple building; and 2) SW corner of Birch quadrangle

In February, the Executive Committee responded with the following:

Two shelters have been added to this year's budget add-ons as medium priorities. While the Executive believe in a non-smoking campus the pragmatic reality is that it would exceed our ability to enforce. The locations (of shelters) selected would result in many people not using them (shelters) and continue to smoke outside buildings in the covered areas. With the no-smoking policy on campus except in those shelters, a few in the Capilano community will demand the policy be strictly enforced. This would require more security or other staff to manage those people and those who do not abide by the policy. A non-smoking campus is highly desirable as your recommendation states and we very much support the direction.

I would like to reassure all CFA members that in the past few years, the JOHS committee has made every effort to address people's concerns about air quality and health. The current policy about smoking on campus (Smoking Regulation Bylaw 7792, 2009) stands:

Smoking is prohibited within 6 metres of openings into this building including doors and windows that open and any air intake.

New "no smoking" signs declaring this bylaw will soon be installed throughout campus.

In closing, I would also like to inform new employees to Capilano that if you have not been notified about a safety orientation, please contact Lorraine Douville (ldouvill@capillanou.ca) to make arrangements for one. Furthermore, anyone who wants advice about back safety and ergonomics in their workspace should also contact Lorraine.

This will be my final report to CFA on behalf of the JOHS as I am stepping down from my position effectively immediately. The CFA has the right to elect two representatives to be standing members on the JOHS, with a third (and possibly fourth) member as alternate. One of the two standing members serves as the CFA liaison to the FPSE WHSEC (Workplace Health, Safety, and Environment Committee).

It has been a pleasure and an honour for me to serve for the past four years as one of the two CFA representatives on this Committee.

Respectfully submitted by:

Carrie Jung (ESL & CDO)

Human Rights and International Solidarity

The Human Rights and Solidarity Committee (HRISC) discussed the impact of video surveillance at member institutions around the province. The committee suggested that all member institutions resist the installation of any video cameras on their campuses. Presidents' Council discussed this and felt that there is a difference between cameras that are in place to deter theft versus those that are seen as an invasion of privacy. In other words, the presidents don't agree that all cameras are surveillance. At Capilano University there is a video surveillance policy:

<http://frontlines.capilanou.ca/Assets/frontlines-intranet/admin/Executive/E.210+-+Video+Surveillance+Policy.pdf>.

This policy recognizes the need to find a balance between the individual's right to be free from invasion of privacy, the institution's duty to promote a safe environment for community members, and to protect University property in accordance with sections 26 and 27 of the Freedom of Information and Protection of Privacy Act. For existing or new CCTV (Closed Circuit Television) cameras on Capilano University property, the University must fill out a Privacy Review Form. This form is reviewed by the VP Finance and Administration and Capilano University's Privacy Officer and a decision made. Some locals may be bringing motions around the use of video cameras to the AGM.

Rajiv Jhangiani facilitated a discussion on Genocide as a part of "Chat Live" and also held a weekly "genocide in film" series during this semester and had an event to screen the documentary "as we forgive" on Saturday April 9 which focused on forgiveness and reconciliation following the 1994 Rwandan genocide. Three survivors of that genocide were also in attendance and there was an open panel discussion with the audience following the film screening.

The prayer room at the North Vancouver campus (AR 119) is currently available for students, staff, and faculty Monday through Friday until 3:30 p.m. at which time it is used for the Community Music School. In conversations with the previous VP Student Services and Development, the intention was to extend the prayer room's availability to the normal campus operating hours. The existing prayer room is going to be a part of the new office space for the University Executive and a new space for a prayer room will hopefully be found when the new Bosa building opens and faculty/staff relocate. Currently there is no plan for a designated prayer room this summer during renovations. I am hopeful that when a new prayer room is designated it will be dedicated for this purpose and available anytime the campus is open.

Respectfully submitted,
Richard Brand

Mediation Committee

No report submitted.

Non-Regular Faculty

Coming new to the position, my initial focus was to gather information about working conditions and issues for non-regular faculty at Cap and at other institutions in the province.

After representing Cap with the FPSE Non-Regular Faculty Committee, a comparison between conditions for Cap non-regular faculty and colleagues at other institutions around the province is coming together.

Next, meetings were held with Julia Ogawa and Nancy Lucas with a focus on non-regulars in my own division in the Faculty of Developmental Studies.

Over the spring and summer, I would like to seek additional members to establish a non-regular committee, call a meeting for non-regulars in all faculties, and outline issues and concerns to bring forward to the Faculty Association.

Submitted by
Stephen Culhane

Paid Ed Leave

In May of 2010, the Paid Educational Leave Committee, consisting of Wayne Hughes (Chair), Crystal Hurdle, Nicholas Collins, Gerrie Waugh, Milt Williams, and Elizabeth Witkowski, met and adjudicated 16 Paid Ed Leave applications. Five full-time leaves were granted for the 2011-2012 academic year to William Enwright, Lucas Foss, Pat Hodgson, Peter Holden and Jen Moses.

Many thanks to Lou Milner in the CFA office for her assistance.

The PEL committee will meet in May to adjudicate the 19 applications received for the 2012-2013 academic year. Cindy Turner, VP Finance & Administration, has informed the committee that the estimated amount available to be granted for the 2012-2013 Paid Educational Leaves is \$575,417. This would translate into approximately 5.75 full-time leaves (or the equivalent) at the top of scale. The exact number of leaves granted depends on each faculty member's salary plus the cost of benefits.

Submitted by
Wayne Hughes
Chair, Paid Educational Leave Committee

Parking Committee

This year the parking committee (Nick Collins, Chair, Charles Hooge, Tony Souza and Lian Zhang) met for both the fall and spring semesters. Our job is made easy by the excellent preparatory work of Lou Milner and the cooperation of our colleagues who requested a sticker.

We were able, in both semesters, to fulfil the requests of nearly all the faculty who applied. This springs from the fact that the number of stickers and requests matched closely. It is very helpful when, say a Monday-and-

Wednesday request can be matched with a Tuesday-and-Thursday request. Although this requires two stickers, it actually only occupies one parking space. In addition, members have been very careful in NOT parking in reserved spots before 8:45 a.m. We had a couple of late requests – one due to a December illness and one due to a last-minute workload change-and we were able to respond positively on both occasions.

We hope, in the near future, to have the process completed online to reduce the amount of paper generated.
Respectfully submitted,

Nick Collins,
CFA Parking Committee Chairman

Pension

The 2010-2011 year was a busy one for the Pension Advisory Committee (PAC) of the Federation of Post-Secondary Educators (FPSE). We met twice this academic year: first, on November 5 & 6, 2010, and again on March 4 & 5, 2011. In addition, I participated in several teleconferences, as a member of the whole advisory committee and also as a member of a PAC sub-committee. I also attended the BC Pension Forum on March 1, 2011.

PAC Workplan for 2010-2011

The Pension Advisory Committee was assigned three tasks by FPSE for the 2010-2011 year:

(1) develop strategies for implementing and supporting the Canadian Labour Congress (CLC) pension campaign; (2) review the inflation adjustment issue; and (3) review/strategize on retiree health and welfare benefits.

- (1) The CLC proposes doubling the Canada Pension Plan Benefits. This campaign has been promoted extensively for over a year, but the government has not adopted the idea. However, provincial and federal governments have been discussing other ways to improve the pensions of all Canadians.
- (2) An Inflation Protection Subcommittee was struck at the November meeting, and a report produced for review in March. Several options for improving inflation protection were discussed, but no final recommendations have been made. The subcommittee encourages FPSE to support further discussion among the membership.
- (3) A Retiree Health and Welfare Benefits Subcommittee was struck, of which I was a member. Some analysis was provided on the College Benefits Plan in comparison to other retiree plans, but more review is needed in light of information we received in March about the new Benefits Plan for Teachers. Discussions are continuing, to see if our plan could be improved.

Pension Administration

A joint Working Group of FPSE Presidents' Council (PC) and PAC was mandated in January 2010 to work on issues around Pension Plan policy, governance, and trustee appointments. At the November meeting, PAC began review of the Pension Report produced by this working group. Discussions and review continued through teleconference. The report and recommendations will be taken to the FPSE AGM in May for discussion and endorsement.

In addition, a new Pension Trust Agreement was endorsed and finalized with the government.

Trustees

The Pension Advisory Committee recommended to FPSE President's Council that Dominique Roelants be re-appointed for another term as Trustee beginning in 2012.

One of the recommendations in the Joint PC/PAC Working Group Pension Report concerns a change in the process and timing of the recommendation of trustee appointments, and establishes new criteria. If the report is passed at AGM and should Presidents' Council request it, PAC will be prepared to assume its new obligations at its Fall 2011 meeting.

Another recommendation in the Pension Report involves establishing a procedure for FPSE appointed Trustee evaluation. Two PAC members will be chosen to join the Joint PC/PAC Trustee Evaluation Procedure committee.

Ethical Investing

The British Columbia Investment Management Corporation (bcIMC) manages BC Public Sector pension plans, including our College Pension Plan. In response to member concerns about ethical investing, especially involving Canadian mining companies in foreign countries, Bryan Thomson, Vice-President of Equities, and Lynn Hannah, Vice-President, Consulting and Client Services, gave PAC a presentation, at our March meeting, on bcIMC's responsible investing policies. Included in the presentation was information on their active engagement with Goldcorp in Guatemala and Barrick Gold in Papua New Guinea, over human rights and environmental issues.

For more information on pension issues, contact your PAC rep, Debby Vollbrecht, local 3430 or dvollbre@capcollege.bc.ca.

Submitted by
Debby Vollbrecht
Pension Liaison Officer

Physical Environment Committee

No report submitted.

Placement Review

No report submitted.

Social Committee

There was no representation this year.



Status of Women

I attended FPSE's Status of Women Committee meetings this year. One session was held in the fall on October 29 and 30, and the other was during the spring conference on February 25. We changed our meeting format so that we could meet for one full day instead of two half days.

This year the focus was on the 100th Anniversary of International Women's Day (IWD). On behalf of the Women's Committee, FPSE donated to BC Fed's IWD campaign. They also purchased a table for the IWD breakfast, which the members of the committee were invited to attend. Unfortunately, I was not able to go. I hope that most of your departments received a copy of the poster that FPSE produced in recognition of the 100th anniversary.

The CFA donated to the Capilano Students' Union (CSU) to help offset the costs of the IWD events that were held at the North Vancouver campus. The CSU and I have coordinated events together but we have not had much success with the University. Neither the CSU Women's Committee rep nor I were informed of the events that the University held in celebration of IWD. I did speak with the VP Student Services about the situation; he assured me that all we have to do is ask!

Therefore, I would like to ask the University to look into the possibility of forming an actual Women's Committee, with representatives from the CFA, CSU, COPE, and the University. Events like the National Day of Remembrance and IWD will have a better chance of succeeding if we can pool our resources.

FYI: Regardless of her age, race or education, on average, a woman today earns 72.5 cents for every dollar that a man earns.

Submitted by
Sister Joanne Quirk

Student Appeals

No report submitted.

Trade Union Practices & Ethics

No report submitted.

Transportation

Neither of our reps was able to attend the meetings.
No report submitted.

Washroom Advertising

No report submitted.



Appendix

1. Code of Ethics
2. Values & Principles

1. Capilano University Faculty Code of Ethics

Faculty members recognize the importance of treating all members of the University community with respect, and of meeting the professional obligations to their disciplines and to members of the University community as outlined below.

1. Obligations to Students

Faculty demonstrate respect for students as individuals and work to stimulate in students a spirit of inquiry. In their relationships with students, faculty adhere strictly to their professional roles. They ensure that their evaluations of students reflect each student's true merit, and they avoid any exploitation, harassment, or discriminatory treatment of students. Faculty refrain from imposing their personal, political or religious values on their students.

2. Obligations to Colleagues

Faculty avoid any exploitation, harassment or discriminatory treatment of colleagues. They respect and defend the free inquiry of their colleagues, and exchange criticism and ideas, showing due respect for the opinions and teaching methods of others. They acknowledge academic debt, and strive to be objective in their professional judgment of colleagues.

3. Obligations to Staff and Administration

Faculty recognize that the work of University staff and administrators is essential to the proper functioning of the University as a whole, and to their own efforts as educators. They avoid any exploitation, harassment or discriminatory treatment of staff or administrators. They also recognize and respect the rights of staff as governed by the OTEU.

4. Obligations to their Discipline

Faculty recognize the importance of developing and improving their competence in their respective disciplines. They accept responsibility for maintaining professional standards, and they prevent the practice of their disciplines by unqualified persons.

5. Obligations to the CFA

Faculty recognize their obligations to maintain and promote the objectives of the CCFA. In the community at large, faculty represent the CCFA in a professional manner.

6. Obligations to the University

Faculty recognize that their duties as educators focus on the University, and they participate in University activities relative to their obligations to maintain and promote the pedagogical objectives of the University. In the community at large, faculty represent Capilano University in a professional manner.

7. Obligations to the Public

When faculty speak or act as private persons, they avoid creating the impression of speaking or acting for the CFA or the University.

[Originally approved at CCFA General Meeting, February 5, 1991. For this printing, University was substituted for College, and CFA for CCFA.]

2. Values and Principles Enshrined in Our Collective Agreement

The next several rounds of bargaining could be energizing and challenging. As reflected in the bargaining survey, most of our members want to uphold our principles and values we have enshrined in our Collective Agreement. We have used this affirmation of our values and principles to help guide our recommendations to SWCC and to the general membership.

1. To ensure a collectivist, egalitarian, equitable Collective Agreement instead of one based on a competitive, stratified model.
2. To ensure the maintenance of equitable compensation and treatment of all employees.
3. To ensure the maintenance of a single salary grid for all faculty who worked within each category of employee, such as instructors, PMIs, and lab supervisors.
4. To ensure a single progression on the salary scale and do not want to incorporate provisions for individual bonuses or merit pay.
5. To ensure that all faculty are subject to faculty-controlled procedures for determining the allocation of work, such as scholarly activity/research, teaching and/or service.
6. To ensure that all faculty covered under this agreement be covered by the CFA in all matters pertaining to workload and salary conditions.

