

**Staff Association Area Reps Meeting
Minutes of January 11, 20018**

Present:

Andrea Rose Santi
Brian Dietrich
Danielle Jeanneault
Juli-Ann Sannuto
Kathleen St. Laurent
Laura McDonald
Charlie Boyle
Rob Kraemen
Murielle Landry
Philip Demsey
Paula Ann-Zahra
Rebecca Boyd

Saja Al-Biladi
Stacy Reda
Stephanie Facca
Trish Van Berkel
Lawrence Folland
Annette Dietrich
Agata Antkiewicz
Terry Labach
Rose Vogt
Bill Baer
Catherine Bolger
Robyn Landers

Gail Spencer
Carrie MacKinnon
Lewis Fraser

Online:

Cassandra Bechard
Jason Gorrie
Jeremy Steffler
Matthew Fries
Sarah Landy
Shelley Jordan
Emily West

1. Presentation by Lynn Long, Senior Education Consultant for Conflict Management and Human Rights Office

Three staff members act as a resource for faculty staff and students on conflict management and human rights, including conflict coaching and mediation, and both preventative and responsive help with human rights concerns. Processes range from informal conversations and negotiations to formal grievances and investigations.

The web site offers videos covering various scenarios, explanations of processes, printable posters, and a social media abuse help page, among other resources.

<https://uwaterloo.ca/conflict-management-human-rights/>

Q: How does CMAHRO interact with UWSA?

A: Call UWSA if you want some support in a CMAHRO meeting. UWSA can assist you as an advocate, whereas CMARHO is an impartial agent.

Q: How does one distinguish between harassment versus merely annoyance?

A: There is a definition in the Human Rights code. Harassment is vexatious, with negative impact.

Q: Does CMAHRO refer staff to the UWSA? Can that be facilitated?

A: Yes, we should discuss this further.

Q: Are inquiries confidential?

A: Yes, wherever possible.

Q: When will the training courses be generally available?

A: Aiming for more frequent offerings; plans are still in progress.

Q: Are conflict management courses mandatory for managers?

A: Courses are part of the Leadership Essentials (for new managers) and Leadership Foundations (managers of managers) programs in OHD, but these are optional.

A: There is some interest in HR for mandatory training for managers.

Q: Is there monitoring of trends of incidents? To whom is this reported?

A: Need to ask Matt Erickson about that.

Q: Parents of prospective students sometimes ask about statistics on incidents at UW. What should we tell them?

A: Contact Joanne Adair in Equity office for assistance with handling such questions.

2. Approval of Minutes of December 14, 2017 Area Reps Meeting

Approved.

3. President's Report

Membership cards will be distributed in PDF form shortly. Just need to work out distribution logistics and some vendor details. Additional features are planned for Spring 2018.

The UWSA nominating committee has two new members. Welcome to Joe Allen (IST) and Rebecca Wroe (FEDS).

The UWSA MOA committee (Baer, Herz, Vogt) is preparing a response to the notes from the October 18 2017 meeting in preparation for next meeting (not yet scheduled). Marilyn Thompson (AP HR) has stepped down from this project; no replacement identified yet.

A UWSA board working group has been created to investigate how to improve remote connectivity for the AGM for voting. This was an action item from the AGM.

Reminder to check your email inbox for this message:

Subject: Invitation to Complete University of Waterloo Survey on Ethical Behaviour
From: "University of Waterloo Survey Research Centre" <srcccinb@uwaterloo.ca>
Date: Thu, November 2, 2017 8:15 am

Please complete the survey; it may be closing March 13.

Also look for feedback on the staff compensation review, as well as more lunch and learn sessions.

4. Open discussion

Gail Spencer invites anybody with questions about how UWSA interacts with CMAHRO to come and ask. Involvement with CMAHRO may be advised depending on circumstances. If a staff member comes to an area rep about an issue, don't bother bringing up the question of UWSA membership; just refer the person to Gail and let her handle it.

Q: Could we have a sheet of campus resources for various situations to give someone if they approach you about a problem?

A: HR already has such a page. Call and ask for it.

Staff can be more comfortable approaching the UWSA for help because the UWSA is not part of the UW Administration.

Chair: Bill Baer

Minutes: RBL