

**Staff Association Area Reps Meeting  
Minutes of March 10, 2016**

**Present:**

Andrea Rose Santi  
Andrew Urschel  
Christine Gillis Bilton  
Jennifer Calbery  
Jenny Conroy  
Jessica Bondy  
Lori McConnell  
Lillian Liao

Murray Zink  
Murielle Landry  
Michael Herz  
Terry Labach  
Robyn Landers  
Sue Oestreich  
Tammy Vucicevich  
Kathleen St. Laurent

**Guests:**

Marilyn Thom  
Helen Simon  
Saja Al-Biladi  
Gail Spencer

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**1. A Policy on Sexual Violence (Mahejabeen Ebrahim)**

Mahejabeen is the Director of Equity. She visited us to speak about the PACE Working Group on Awareness and Prevention of Sexual Violence. She outlined the legislative framework, ranging from federal criminal code to provincial ministry rules to UW policy. The definition of sexual violence is now set in law, and includes physical and psychological aspects.

The working group is recommending a plan that sets out a high level policy document (what UW is going to do) and a response protocol document (how UW is going to do it). The working group's process includes consultation with other committees, focus groups, an online survey, and interviews with survivors in order to inform policy, the response protocol, and education/training. Aiming to have things ready for UW president and Board of Governors some time after May this year.

Following the presentation there was a break for small group discussion and comments/questions. Any further feedback may be sent to [equity@uwaterloo.ca](mailto:equity@uwaterloo.ca), or through UWSA, or SRC, or to committee members.

**2. Approval of Minutes of February 11, 2016 Area Reps Meeting**

Accepted.

**3. Approval of agenda**

Approved.

**4. Business arising from the minutes**

None.

**5. President's report (Michael Herz)**

The recent staff excellence fund announcement refers to a web page which says submissions were due in February. In fact it is open until end of March. Please spread the word on that. Will get a correction posted in Daily Bulletin.

The new president-elect, Jackie Serviss, was announced at the Special General Meeting on February 25.

A team from UWSA visited the general counsel of the Ontario Ombudsman's office. Very good conversation. Although you may contact that office directly, they prefer that you go through your workplace's policies first (and they'll help with that). It's a powerful investigative body. But at most they can expose problems, not obligate an institution to change. See their web site at <https://www.ombudsman.on.ca/>

UWSA Roadshows continue. Happy to attend your staff meetings to present it.

**6. Report from membership subcommittee (Christine Gillis Bilton)**

An eight member committee is reviewing area rep guidelines. Several ideas are being examined, though the potential of a new MOA may change things.

- encourage use of the "Ask Me" area rep signs
- develop an onboarding manual for area reps
- welcome new reps, and guests, at meetings
- identify guests in the minutes (could be come reps)
- clarify communication between reps and their departments
- get input from reps via a survey

Next meeting is March 23. Materials are available on the UWSA sharepoint site.

Chair: Michael Herz

Minutes: RBL