

**Staff Association Area Reps Meeting
Minutes of October 9, 2014**

Present

Barb Blundon	Selena Santi	Adam Savage
Dianne Foreman	Sara Routledge	Loron Pellove
Erin Campbell	Madalina Mirea	Dianne Naughton
Jessica Bondy	Sabine Stemmler	Sharon Lamont
Terry Labach	Lauren Burgess	Pascal Calarco
Murray Zink	Sally Ramsammy	Jackie Serviss
Carlos Mendes	Susan Schmiderer	Anca Constantinescu
Jeremy Steffler	Long Loerchner	Carlos Mendes
Lawrence Folland	Alicia MacFadden-Jutzi	Gail Spencer
Jason Gorrie	Katy Wong	Melissa Zapletal
Robyn Landers	Sonya Zikic	Rose Vogt
Monika Bothwell	Celeste Horne	
Jim Duffield		

1. Announcements

Election takes place on Oct 30. Five candidates for three director positions. Please attend the AGM as well. Send a proxy form if you can't attend.

2. Approval of minutes of September 11 meeting

Accepted.

3. Business Arising from the Minutes

None.

4. Staff Association Activities

Carlos Mendes outlined some recent activities of the UWSA, emphasizing its importance in advocating for UW staff, e.g. staff lifecycle survey.

Upcoming events include November 7-8 shopping trip, craft sale November 19-20 in SLC, Winterfest in December.

Salary negotiations are about to start at PACSC. The current five year deal is about to expire. Comparative data are being collected from other universities, etc. Will be difficult; UW had a budget deficit last year for the first time, and funding continues to fall.

Q: What was the previous salary agreement?

A: Five years with 0%, 0%, 0%, 3%, 3%, 3% increases to scale. (Not counting merit increases.)

Q: Why is there a deficit?

A: Tuition down, salary increases were large, and salaries are about 80% of the university's budget.

Q: What proportion is tuition income?

A: Tuition is down to about 40% of operational budget.

Q: Does PACSC still handle performance appraisal process?

A: Yes, and there is intent to review this form along with finding a way to collect data to back up anecdotal issues.

5. Membership level

For the benefit of visitors today, Carlos described the decline in membership again as noted at the September 11 meeting.

6. Guest Speaker: Marilyn Thompson (AP Human Resources)

6.1 Focus on healthy workplace

Some concerns arise from examining available HR info. Example 1: high turnover in first two years of new staff, perhaps because people are attracted by UW's image but administrative systems are a disappointment. Example 2: benefits plan claims show high use of medications for psychological health. Need to help address issues before they become that severe.

Discussions are underway about improving workplace health and safety. Look in the Daily Bulletin for an announcement about an outdoor activity relating to this.

6.2 Excellence Canada

The Library is a pilot site for working towards certain Excellence Canada workplace standards and is nearing certification well ahead of schedule. Have started talking about this in AHS and Math. Examples of changes: taking the time for a walk outside; including the basic workplace principles sheet in orientation packet for new staff. It's important not just to have such principles, but to demonstrate that we actually follow them.

In response to a question, Marilyn explained that UW's paid sponsorship of Excellence Canada gets us access to resources such as consultation and training programs.

Representatives from the Library described their process in working towards the Excellence Canada standards.

6.3 Changes in HR

Doubled recruiting staff in HR from two to four, and developed a recruiting strategy now being shared for comments. There are 3400 staff tracked through HR, and HR is sized to handle that, but there are about 9000 on payroll, with many on contract/casual positions. Concerned about proper handling of contract positions.

6.4 Employee Engagement

Staff survey and lifecycle study were conducted. Starting in November, Marilyn and Carlos will hold focus groups to discuss findings and concerns. E.g. what three issues should HR really focus on over the next few years?

Chair: Carlos Mendes

Minutes: RBL