

# UWSA Staff News



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## Message from the President

What a year it has been! After nearly 12 months of double duties as UWSA President and Systems Manager for the Psychology Department, I am definitely looking forward to devoting all my attention to improving staff relations at Waterloo. As of December 1st, I have officially started the full time duties of UWSA President. My new office is DC #3606 and it is always open to anyone who wishes to see me.

Please stop by during our Open House on December 18th 11am to 2pm. We will have free hot chocolate, cookies and some holiday cheer, during which time you will also be able to purchase your discounted [Chicopee lift tickets](#) and fill out ballots for door prizes.

I would like to take this opportunity to thank our outgoing directors Marlene Griffith-Wrubel and Annette Dietrich for all their hard work. I would like to welcome back Jason Gorrie and Lawrence Folland as directors for the next 3 years and Theresa Bauer and Carrie Lyn Hunting as directors for the next 2 years.

As some of you may be aware the eight theme teams from the [strategic plan](#) have been meeting throughout the fall term with the goals of having a general implementation action plan for 2014-2018, and identifying priority objectives for 2014. I am happy to report that the team looking at the Robust Employer-Staff Relationship Theme, of which I am a member, has been working on grouping the results of the Staff Life Cycle and the Staff Engagement Survey into actionable and measurable short and long term goals. We will definitely be engaging staff along the way and I will continue to strive for transparency and communication.

Given the level of consultation and collaboration between the UWSA and Waterloo administration, I am convinced that we are on the right path to becoming an exemplary employer, and I am looking forward to 2014.

I wish you all a wonderful holiday season and a happy, healthy and prosperous New Year!

Carlos Mendes

## UWSA Open House & Chicopee Lift Ticket Sale

UWSA invites you to our open house and one day on-campus sale of Chicopee lift tickets. Tickets are valid for use any day and time until March 16, 2014.

Join us **Wednesday, December 18 from 11:00am to 2:00pm** at the Davis Centre Room #3608. Stay and mingle with the UWSA, enjoy hot chocolate and cookies, and enter your name for door prizes.

- Lift ticket prices are \$30.00 (with UWSA membership card) regular \$40.00
- Payment methods: cash, cheque, credit card (except AmEx)

**Door prizes** include two free lift tickets.



## 20th Annual Craft Sale

UWSA's Craft Sale was a hit! This year, we had a change in venue to the SLC Multi-Purpose room. Waterloo staff, retirees and alumni sold their homemade and handcrafted items ranging from necklaces, earrings, purses, hats and much more. Our silent auction table was new this year and was a success with all of the amazing prizes that were donated. A grand total of \$503.75 was raised. This amount will be equally divided between the University of Waterloo Senate Scholarship Fund (University-Wide) and the UWSA Award. A big thank you to retiree Sue Fraser for organizing this event. If you would like to participate next year by being a vendor please email [staffasc@uwaterloo.ca](mailto:staffasc@uwaterloo.ca). We look forward to another great turn out next year!



## Erie Shopping Trip

Everyone who joined us had a wonderful time on the UWSA Shopping Trip to Erie, Pennsylvania. With a bus load of 37 passengers it was an enjoyable Retail Shopping Therapy 101. A big thanks to Sue Fraser and Peggy Day who made this trip memorable for everyone. We look forward to planning our next trip which will mark our 10th year...stay tuned for upcoming dates and all the exciting plans that are in the works.



## Meet your new UWSA Board of Directors 2013-2014

President: [Carlos Mendes](#), UWSA, Ext: 33227

President-elect: Vacant

Past President & Treasurer: [Trevor Grove](#), Computer Science, Ext: 34679

Secretary: [Jason Gorrie](#), IST, Ext: 37842

Director: [Lawrence Folland](#), Computer Science, Ext: 32214

Director: [Stephanie Filsinger](#), Propel Centre for Population Health Impact, Ext: 32278

Director: [Jeremy Steffler](#), Co-op Education and Career Action, Ext: 32997

Director: [Theresa Bauer](#), Psychology, Ext: 36535

Director: [Carrie Lyn Hunting](#), Faculty Association, Ext: 32352

Office Staff:

UWSA Executive Manager: [Gail Spencer](#), Ext: 38668

UWSA Administrative Assistant: [Melissa Zapletal](#), Ext: 33566

# Winterfest 2013

Winterfest 2013 was a great turn out with over 100 people and their families in attendance. With face painting, animal balloons, ice skating and a visit from Santa and his little helpers, the smiles on everyone's face said it all.

Thanks to all of the hard work from Jo Voisin, her family, and all of the volunteers that came out to make this day truly special for everyone.

See you all again next year!



## Standards for Psychological Health & Safety in the Workplace

At the December Area Reps meeting, Linda Brogden from Occupational Health Services reported on the process of the implementation of the Psychological Health and Safety Standards at Waterloo. This is a national standard that promotes psychological well-being by providing a systematic approach to develop and sustain a psychologically healthy and safe workplace. From Waterloo's new [Psychological Health and Safety in the Workplace website](#): *"A Psychologically healthy and safe workplace is one that promotes employees' psychological well-being and actively works to prevent harm to employee psychological health due to negligent, reckless or intentional acts."*

As the implementation goes forward, staff will be asked to consider the psychological health of their work environment. Based on the 13 factors below, consider what is working and what areas might be improved.

Another great resource is Workplace Strategies for Mental Health: <http://www.workplacestrategiesformentalhealth.com/index.asp>

### 13 Workplace factors known to Impact Psychological Health

1. **Psychological Support** is an environment supportive of employees' psychological and mental health concerns, and responds appropriately.
2. **Organizational Culture** is a work environment characterized by trust, honesty, and fairness.
3. **Clear Leadership & Expectations** is effective leadership and support that helps employees know what they need to do, how their work contributes to the organization, and whether there are impending changes.
4. **Civility & Respect** is where interactions are respectful and considerate.
5. **Psychological Competencies & Requirements** is a good fit between employees' interpersonal and emotional competencies and the requirements of the position.
6. **Growth & Development** is encouragement and support for the development of employee interpersonal, emotional and job skills.
7. **Recognition & Reward** includes appropriate acknowledgement and appreciation of employees' efforts in a fair and timely manner.
8. **Involvement & Influence** is where employees are included in discussions about how their work is done and how important decisions are made.
9. **Workload Management** is where tasks and responsibilities can be accomplished successfully within the time available.
10. **Engagement** is where workers feel connected to their work and are motivated to do their job well.
11. **Balance** is where there is recognition of the need for balance between the demands of work, family and personal life.
12. **Psychological Protection** is where psychological safety is ensured, workers feel able to ask questions, seek feedback, report mistakes and problems, or propose a new idea without fearing negative consequences.
13. **Protection of Physical Safety** is where appropriate action to protect the physical safety of employees.

## Graduate Award Winner

Each term, the University of Waterloo Staff Association is pleased to offer an award of \$500 to a graduate student. The award is provided to a full-time or part-time graduate student in a degree program at the University of Waterloo. The student must be a UWSA staff member, spouse, child, grandchild or dependent of a University of Waterloo Staff Association member, and have a good academic standing (minimum 70%)

Congratulations to:

**Amelia Howard**

Amelia is in her 3rd year studying Sociology.

She is the daughter of Marcia Ruby in the Faculty of Environment.

# Parking Update November 2013

By *Chad Bredin*

Chad is the UWSA staff representative on the Advisory Committee on Traffic and Parking.

## **RFID Tags**

The pilot program for the Radio Frequency ID (RFID) parking tags will begin with L lot in the New Year. If that goes well, it will be spread campus-wide. Once these are fully introduced, they will allow for better lot management due to accurate data collection capabilities, and will allow after-hours access to all lots by any permit holders, plus they will end the need to have a pass-card to insert at a parking entrance. We have asked that UW ensures in writing that data collection and the use of those data only be used by Parking Services for parking purposes: That request is currently before the Secretariat.

## **Parking Fees:**

There will be no parking fee increase before September 2014. A maintenance assessment should be finished December 2013 which will form the basis for maintenance planning and determining in part if a fee increase is needed.

## **Fail to Display Courtesy Call**

Parking Services now has a new policy to email/call permit-holders regarding their failure to display their tag to remind them to do so in future, instead of issuing a ticket. Program has been well-received. If people continually fail to display their tag, there will be more warnings with the eventual possibility of tickets for non-compliance.

## **AIMS Web+ Upgrade**

UW Parking website will be updated ~mid-January. Website updates will allow people (visitors, external vendors, etc.) to buy day passes online. Appeals interface should be improved as well, including the added ability to upload photos as evidence.

## **Summer Cancellation of Parking Permits**

This summer, Parking Services allowed permit holders to suspend their parking passes for the summer months (so they can ride bikes or walk to work) while maintaining the permit-holder's space for when the weather worsens and they wish to commence driving to work. This program went well this year and will run again next year.

## **New Pedestrian Crossings**

Expect to see new pedestrian crossings around Ring Road. For example, four crossings are planned to be added between the General Services Complex (GSC) and Carl Pollack Hall (CPH). The goal is to make the campus, and in particular Ring Road, safer for pedestrians.

## **Columbia Icefields (CIF) - Hourly Parking Problems in W lot**

In an attempt to be more community friendly for users of the CIF facilities, parking is attempting to convert W lot in front of CIF to hourly parking after 6:00 p.m. instead of \$5 daily parking. Unfortunately there is a glitch with the software that does not allow the machines to print passes past 6pm if hourly parking starts before 6pm. Parking Services is trying to get this issue resolved but may just allow hourly parking all day.

## **Free Parking**

There is now a small free parking area available in the lot next to the Waterloo Curling Club.

## **Parking Lot Oversell**

We asked Parking Services for data regarding how often lots are monitored for capacity and how often people are being moved from waiting lists into their preferred lots. Parking Services continues to monitor lots usually every 3 months and since September they have relocated 203 people to preferred lots. A - 56, B - 46, H - 29, L - 27, O - 10, R - 22, T - 13

## **Switching Lots**

Reminder, Parking Service continues to accept requests for parking lot switches between two people who somehow discover that each desires to be in the other's preferred parking lot. This parking lot change negates the need to be put on the waiting list for a parking lot. The difficulty of course is finding that other person who also wants to switch.

## **Service Vehicle Parking**

12-15 more service vehicle spots have been created across campus; some are for Plant Ops only, others are open for unloading.

# Congratulations - September to November 2013

## New Hires

**Allan Starr**, Institutional Analysis & Planning  
**Amanda St. Marie**, Registrar  
**Adam Glover**, Fine Arts  
**Azis Nashef**, Counseling  
**Bethany Mulder**, Institute for Quantum Computing  
**Brett Beston**, Centre for Teaching Excellence  
**Claire Taylor**, Graduate Studies Office  
**Catherine Koene**, Finance  
**Cathy Kalbfleisch**, Finance  
**Christina McDougall**, Dean of Math Office  
**Corrine Krauss**, Finance  
**Carlos Alberto Medina Marroqui**, Plant Operations  
**Dave Gall**, Library  
**Dominik Papinski**, Contact Lens Research  
**Durdica Roglic**, Finance  
**Dick Duplessie**, Office of Research  
**Debbie Murray**, Contact Lens Research  
**Darren Bondy**, Information Systems & Technology  
**Darius Panta**, Central Stores  
**Erin Jones**, Earth & Environmental Sciences  
**Ernest Lucchetti**, Optometry Clinic  
**Hanneke Smolders**, Retail Services  
**Jordan Mandel**, Stratford Programmes  
**Joseph Kwan**, Communications & Public Affairs  
**Jen Fung**, Mechanical & Mechatronics Engineering  
**Jamie Brinston**, Health Services  
**Kevin Suess**, Retail Services  
**Katharine Tuerke**, Dean of Science Office  
**Lannie Butler**, Health Services  
**Lee Hornberger**, Human Resources  
**Mark Diefenbaker**, Police Services  
**Mahejabeen Ebrahim**, Secretariat, Conflict Management  
**Megan Saunders**, Housing & Administration  
**Nick Srazzabosco**, Advancement  
**Na Lin**, Finance  
**Paul Pasternak**, Co-op Education & Career Action  
**Rosemary Killeen**, School of Pharmacy  
**Stacy Reda**, Anthropology  
**Sandip Randhawa**, Optometry Clinic  
**Sarah Rae**, School of Pharmacy  
**Susan Schmiderer**, VP Advancement  
**Shandy Johnston**, Co-op Education & Career Action  
**Stephanie Facca**, Co-op Education & Career Action  
**Tyler Batchelor**, Office Of Research  
**Tim Barnett**, Information Systems & Technology  
**Vishal Soni**, Graduate Studies Office  
**Wenjia Liu**, Math Undergrad  
**Wanda Hunt**, Registrar  
**Zack Baker**, Institutional Analysis & Planning  
**Zachary Mercer**, Co-op Education & Career Action

## Promotions/Transfers

**Amanda McIntosh**, Psychology  
**Angie Muir**, Systems Design Engineering  
**Anthea Dunne**, Stat & Act Science  
**Becky Ewan**, Registrar, Student Awards  
**Beth Bohnert**, Registrar's Office  
**Connie Van Oostveen**, Information Systems & Technology  
**Colin Bell**, Information Systems & Technology  
**Christopher Roooram**, Plant Operations  
**Deb Comeau**, Co-op Education & Career Action  
**John Ogg**, Central Stores  
**Jonathan Woodcock**, Information Systems & Technology  
**Jennifer Woodside**, Centre for Career Action  
**Janice Willwerth**, Information Systems & Technology  
**Jian Zou**, Mechanical & Mechatronics Engineering  
**Kate Windsor**, Safety Office  
**Kirstie Slaney**, Dean of AHS Office  
**Linda Rowe Moakler**, School of Architecture  
**Melissa Baxter**, School of Optometry  
**Marcella Benson**, Co-op Education & Career Action  
**Monika Soczewinski**, Centre for Teaching Excellence  
**Monica Beal**, Biology  
**Marie O'Brien-Stockie**, Comb & Optimization  
**Mike Jack**, Retail Services  
**Michael Patterson**, Information Systems & Technology  
**Melissa Cambridge**, Comb & Optimization  
**Philip Knipe**, Information Systems & Technology  
**Paul Harnack**, Graduate Studies Office  
**Pamela Charbonneau**, Student Success Office  
**Pamela Fluttert**, Information Systems & Technology  
**Rob McMurren**, Central Stores  
**Sharon McConnell**, Survey Research Centre  
**Sacha Geer**, Office of Research  
**Sabrina Hutchison**, Housing & Residence  
**Sarah Morse**, Dean of Arts Office  
**Selena Santi**, Office of Research  
**Snjezana Cekrljija**, Dean of Environment Office  
**Wesley Stewart**, Central Stores