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University of Lethbridge Faculty Association

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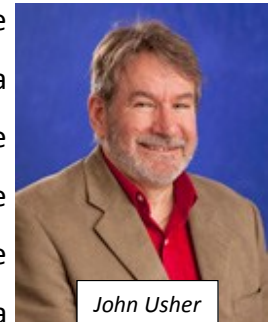
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ULFA on the WEB
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WORD FROM THE PRESIDENT

The university is still quiet as I write this report but evidence of the coming Fall term is beginning to accumulate – a pickup loaded down with suitcases and boxes parks at the north door of UHall and work crews labour to finish the parking lots in time. Will they make it? The work of the Association has continued over the summer, albeit at a reduced volume, with calls to accompany members in discussions with their Deans and requests to review offer letters for new recruits. Yes, there is strong hiring in some areas and there are clear attempts to turn perennially contractual positions into continuing posts – not always good news for some of our individual members but a promising broader trend.



John Usher

Here at ULFA, we look forward, with the start of the new term, to welcoming everyone back with our first Faculty Social on September 20 from 3-6pm in Andy's Place (AH100). As we have done in previous years, this first social will also be an opportunity to introduce our newest members. In addition, September will feature two other important events. First, ULFA will be delivering its regular STP Workshop for academic staff interested in learning more about the tenure and promotion process. The workshop will be offered twice, once on September 10 from 1:30-3:30pm in room L1170A and the other on September 11 from 9-11am in room TH204. Second, we will be holding a meeting of the full membership on September 17 from 3-5pm in room E690 to discuss and ratify changes made to the Faculty and Sessional Handbooks during the recent negotiations. Substantial gains to the Sessional stipend were negotiated and ratified electronically (thanks to David Kaminski and his EBC team) but there remains a lot of work-in-progress on important Handbooks items. We will be meeting with the Board during the Fall and we want to talk to you about these items so that our mandate is clear going forward.



PRESIDENT'S REPORT



WORD FROM THE PRESIDENT—continued

Also with respect to Handbooks, I would like to thank Patrick Wilson (Anthropology) for his brief tenure as Chair of the Handbooks Committee and welcome Richelle Marynowski (Education) as the newly appointed Chair of this important committee. Richelle served on the Handbooks committee last year and was an observer during the final stages of the last negotiations with Patrick, Trevor Harrison, Brenda Rennie and me at the table. She has my full confidence as we tackle the substantial Handbook changes introduced (but still unresolved) as talks concluded.

In closing, I extend my best wishes to you all as Fall 2012 begins. May your classes be full of bright minds eager to learn and, if there is research or performance on your plate, break a leg! I might also say that I hope your service load is light but therein lays a double-edged sword. I know that we all have a tendency to place our committee work at the bottom of our priorities; to shield our junior colleagues from too much of it; to ignore or even denigrate it in our STP deliberations. But let us not forget that in a system of bicameral governance, it is only with our engagement in service that our voice in the decision-making apparatus of this institution will be heard. You are more than a member of one of several 'employee groups' at this university whose opinion is occasionally sought but who is mostly provided with 'items for information.' Don't forget that it is **your** teaching and **your** research that everyone else in this organization is tasked to facilitate. You are a Member of the Academic Staff of this university and your participation in its governance is legislated by the Post Secondary Learning Act. Attend your Faculty Council (or equivalent). Stand up. Speak out. Put what matters to you on the agenda. Very few people have a real opportunity to actually shape their workplace. Go for it!

John Usher, *President*
Faculty of Management



HANDBOOKS UPDATE



HANDBOOKS NEGOTIATIONS FOLLOW-UP

Welcome back, everyone. I hope your summer was productive, with enough time set aside to actually enjoy a few nice summer holidays. As far as the Economic Benefits Committee (EBC) goes, it was a quiet summer after doing some preparatory work for negotiations for the Sessionals' contract, which expired at the end of April this year.

I am happy to report that the Board and our Sessional Members both ratified the agreement we negotiated. We settled on a two year contract, with minimum stipend rising from the previous minimum of \$4585 to this year's minimum of \$4850. Next year, the minimum stipend is to rise to \$5000. These increases represent increases of 5.8% and 3.1% (roughly) in each year, or roughly 4.4% per year spread out over the two years of the contract. I thank Ilsa Wong, Marc Roussel and Brenda Rennie, who joined me on the EBC negotiating team this summer, and Rumi Graham and Paul Hayes who participated as observers during the process.

The EBC had hoped to pursue a couple of other options for compensation for Sessionals, but extensive revisions to the Handbooks, begun last year, have left a number of issues that need to be resolved before turning to these. John Usher and the Handbooks Committee will, I am sure, be offering up updates on the progress on Handbooks' revisions. In the meantime, at least the minimum stipends have risen by more than the amount our COLA formula for regular faculty provides for. It is worth reminding Sessional Members that you are free to negotiate stipends above the agreed minimum.

Another item worth mentioning and of particular interest to Sessionals and other term contract Members comes to us courtesy of a bulletin from CAUT. Members stitching together an academic career out of short term contracts who make EI claims between contracts may find that their status as long-tenured vs occasional or frequent EI claimants will change as a result of recent EI revisions. It's worth a closer look if this affects you. Some additional detail can be found on the CAUT website (www.caut.ca -- search for employment insurance changes).

Finally, when EBC resumes its activities this fall, we will be preparing for negotiations for Faculty Members. Our benefits and increment amounts will be open for negotiation this spring, though our COLA formula will continue in force for another three years. I expect the EBC will be contacting our Membership to identify priorities. Enjoy the semester!



David Kaminski, *chair*
Economic Benefits Committee
Department of Mathematics and Computer Science



TOPIC OF THE MONTH



COPYRIGHT CORNER

In the [May 2012](#) copyright column I noted the need for a full analysis of the kinds and amounts of course-related copying that occurs in order to determine whether the University is likely to have a long-term requirement for an Access Copyright license. I also noted that while some of the needed data has been gathered, we currently lack data on course-related copies of works residing in Moodle.

A small group was therefore assembled this summer to draft a workable process for gathering the data we currently lack from Moodle. The following is a memo that explains the purpose of the data gathering project and a proposed process for carrying it out. On behalf of the working group, we welcome your feedback.

Rumi Graham

Dear Faculty Member,

The University of Lethbridge signed a new Access Copyright license in June as an interim measure to provide time to ensure that the University community is knowledgeable about its copyright obligations and options for using copyright-protected works. Coverage under the license also provides time to gather and analyze data required for a thorough assessment of the University's longer-term need for an Access Copyright license, with the main concerns relating to course-related copying.

Comprehensive data have been compiled for the past two semesters on the permissions status of copied works placed on Library Reserve and included in custom course materials, but we lack comparable data on the use of copied works in Moodle. In July, faculty members Scott Allen and Ardis Anderson, CRDC staff member Alyssa Di Rocco, and Betsy Greenlees, Copyright Assistant, generously agreed to work with me to draft a process for gathering data on the use of copyright-protected works in Moodle in a manner that respects the ULFA handbooks, academic freedom and privacy.

In brief, the goal of the proposed study is to gather data on the permissions status of works used in all Spring 2012 Moodle courses. Analyzed data will be reported only in aggregated, anonymized format and will be used only to inform our understanding of matters relevant to the overall question of whether the kinds and volume of, and permission sources for, course-related copying indicate a continued need for an Access Copyright license. Collected data will not be used in any way to investigate possible copyright infringement. To ensure adequate steps are taken to protect the anonymity and confidentiality of data, the proposal for this project will be submitted to the Human Subject Research Committee for approval.



TOPIC OF THE MONTH



COPYRIGHT CORNER—continued

Once HSRC approval is obtained, if you taught at least one Spring 2012 course I will contact you via e-mail with a request to grant me permission to gather copyright-related data from all of your Spring 2012 Moodle courses. The access I will be seeking is that of a course “auditor,” meaning that student assignments and grades will not be accessible. The e-mail will outline the kinds of data to be collected and the research procedures that will be used.

In the meantime, if you have questions or concerns about this data-gathering project, please contact me or any member of the group.

Rumi Graham
University Copyright Advisor
copyright@uleth.ca
(403) 332-4472

on behalf of the working group on Moodle copyright data:

Scott Allen
Ardis Anderson

Rumi Graham
Betsy Greenlees
Alyssa Di Rocco





THE BENEFITS OF ULFA



MEMBER RELATIONS

The Faculty Association would like to recognize the significant events of the membership. Whether there has been a recent accomplishment, the birth of a child, a hospital stay, or the death of a loved one, the Faculty Association likes to send cards, a gift, or even flowers. Please keep us informed by contacting the ULFA office at ext. 2578 or by emailing the Administrative Officer at annabree.fairweather@uleth.ca.

COMMUNICATION WITH ULFA

ULFA keeps an up-to-date list of all Academic Staff in its membership and from time to time we like to communicate with our members. We primarily communicate through the ULFA listserv. You will receive emails from the listserv with relevant and important information about the goings on of the Association. For instance, you will be notified when there are meetings and important deadlines, and you will be invited to give input on important decisions that affect you.

If you suspect that you are not on the email list, or if you know someone who is not on the list, please notify the ULFA office.

ULFA MEMBERSHIP DUES

Please find below the 2012-2013 dues deductions for ULFA, the Confederation of Alberta Faculty Associations (CAFA), and the Canadian Association of University Teachers (CAUT). Effective July, 1 2012, the following dues schedule affects Faculty, Professional Librarians, Academic Assistants, and Sessionals.

ULFA	All members (including Sessionals)	Mil rate (5.0) x actual salary
CAFA	All members	\$7.66/mos.
	Sessionals	Dues Exempt
CAUT	Professor/Prof. Librarian IV	\$17.00/mos.
	Associate Professor/Prof. Librarian III	\$13.48/mos.
	Assistant Professor/Prof. Librarian II	\$10.92/mos.
	Lecturers/Other	\$10.65/mos.
	Part-Time	\$3.55/mos.
	Sessionals	\$3.55/mos.



NEW FACULTY



PICTURE I.D. CARDS

If you haven't yet obtained your picture ID card, you can get one at the campus card production sites in University Hall (E6 computer lab) and in Anderson Hall (computer lab). You will need to bring with you your U of L campus ID number and one other piece of identification.

U of L campus cards are valid for the following activities:

- Photocopying and Computer Printing
- Food Services
- Conference and Housing Services
- Recreation and Athletics
- The Book Store
- The Library

More information about the U of L campus card can be found at the following webpage www.uleth.ca/it/services/campuscard/index.html.

NEED HELP IN THE CLASSROOM?

There are a variety of resources available to help you in the classroom:

TECHNOLOGY HELP — If you need help navigating the various technological aids in the classroom or setting up your computer with necessary programs, you can always call the IT helpline at ext. 2490.

TEACHING STUDENTS WITH DISABILITIES — If you have any questions about accommodating or understanding students with disabilities and the resources available to help you, please contact Sheila of the Disabilities Resource Centre. She can be contacted at ext. 2281 or via email at sheila.gilker@uleth.ca. For more information about this resource, check out their website at www.uleth.ca/ross/disabilities/.

RESEARCH SERVICES — The Office of Research Services provides assistance with everything research related, including grant preparation and administration. More information is available at www.uleth.ca/research/.

FINANCIAL SERVICES — Whether you need assistance with personal reimbursements or processing financial transactions, or you want to know what your Professional Supplement balance is, you can access services through The Bridge or find more information at www.uleth.ca/fsr.



INFORMATION FOR FACULTY



PROFESSIONAL SUPPLEMENT

One of the economic benefits to which you are entitled is a Professional Supplement. This supplement may be used to purchase travel, books, and other items necessary to your teaching and research.

For the 2012-2013 academic year, the Professional Supplement allotment is \$1,900 for Faculty and Professional Librarians and \$1,520 for Academic Assistants. These amounts are pro-rated for terms shorter than one year. Unused balances may be carried forward. Allocation of unused balances from Members whose appointments have ended during the academic year will be made to the Professional Supplement accounts of Members on record as of 30 September each year.

You can view your personal supplement account using The Bridge online information system.

For full details, please contact Human Resources.

CONVOCATION REGALIA

RENTING CONVOCATION REGALIA

There have been recent changes to the regalia rentals for Faculty Members. Traditionally, The Bookstore has rented the regalia and managed the distribution to Faculty Members; however, they will no longer be providing this service. The Registrar's Office is working on a rental source for the regalia and you will be notified of the new process prior to the fall convocation. We thank you for your understanding.

PURCHASING CONVOCATION REGALIA

Faculty who are interested in purchasing their own regalia can do so through the professional supplement program. You must first order the regalia and then submit an electronic expense claim and a physical copy of proof of payment to Financial Services.

Two suggested regalia sources in Canada are [Gaspard and Sons](http://www.gaspard.ca) in Winnipeg (www.gaspard.ca) and [Harcourts Ltd](http://www.harcourts.com) in Toronto (www.harcourts.com).

For more information about purchasing regalia through the professional supplement, contact Craig Churchward, Financial Assistant—Professional Supplement (ext 2014 or c.churchward@uleth.ca).



ULFA ACADEMIC SCHOLARSHIP



The Faculty Association has an annual academic scholarship fund that provides a tuition benefit for spouses and dependents of ULFA Members. The value of this scholarship is variable, with a minimum equivalent to tuition for one (1) 3.0 credit course offered at the University of Lethbridge (as outlined in the Academic Calendar for that year). The available funds will be divided equally among eligible students regardless of location (those not attending the UofL; those attending the UofL).

ELIGIBILITY

A full-time student who is the spouse or dependent child of a dues-paying Statutory Member of ULFA*, and who is either:

A. an undergraduate student at a recognized University, including the University of Lethbridge, who has completed a minimum of ten (10) semester courses (or equivalent) of a baccalaureate degree-granting program;

OR

B. an undergraduate student at a recognized University, including the University of Lethbridge, who has completed twenty (20) semester courses (or equivalent) in a program that began at college and transferred to a baccalaureate degree-granting program

*The member must be a dues-paying ULFA member and hold a full-time or full-time part-year appointment in the academic year for which the application is submitted.

- *The applicant must have a minimum cumulative GPA of 2.70 (or equivalent)*

- *Students studying outside the University of Lethbridge must attach official transcripts to the application form in order for the application to be considered complete.*

- *No student may receive this award more than two times.*

DEADLINE: September 30th, 2012

Application forms for the ULFA Academic Scholarship are available
from the Scholarships & Student Finances office (AH151).



GENERAL MEETINGS



SPECIAL GENERAL MEETING

ULFA will be holding a Special General Meeting to ratify the newest Faculty and Sessional Handbooks. These Handbooks contain up-to-date changes from the recent negotiations that took place in Spring 2012. Note: Faculty will vote only on amendments to the Faculty Handbook and Sessional Lecturers will vote only on amendments to the Sessional Lecturers Handbook. Quorum is essential for ratification: Faculty quorum is 50 and Sessional quorum is 20.



The meeting will take place on **Monday, September 17 from 3-6pm in room E690**. Refreshments and a light snack will be provided. Hope to see you there!



ANNUAL GENERAL MEETING & FALL GENERAL MEETING

The Faculty Association holds general meetings twice per year, once in December (Fall General Meeting) and once in April (Annual General Meeting). The general meetings are important for informing the membership of the recent developments with ULFA, as well as for ratifying Handbooks, voting on financial matters and bylaws, and nominating and voting on representatives.

The meetings are typically held on the first working day following the last day of classes and before final exams begin; however, this year the last day of classes for each semester is on a Friday with the final examinations beginning the following Monday. Consequently, we will hold our general meetings on the final day of classes for both semesters.

The 2012 Fall General Meeting will be held on **Friday, December 7 from 3-5pm**, refreshments and snacks included. The 2013 Annual General Meeting will be held on **Friday, April 19th from 12-3pm**, refreshments and lunch included.



ANNOUNCEMENTS



SALARY, TENURE & PROMOTION (STP) WORKSHOP

Are you struggling with your Professional Activities Report? Are you unsure what information is relevant or how much is too much? ULFA cordially invites you to our annual STP Workshop where, with the assistance of three experts, you will hear tips and techniques for completing your application for extension of probation, tenure, and/or promotion.

Presentations will cover the STP process as well as putting together a teaching dossier, research materials, and the service component of assigned duties. There will also be information on how to engage the appeal process in the event of a negative decision. Join **Sheila McManus**, **Rob Sutherland**, and **Trevor Harrison** as they provide guidance for successful STP applications.

Two workshops will be offered to ensure you can attend. One workshop will be held on **Monday, September 10 from 1:30-3:30pm in L1170A** and the other will take place on **Tuesday, September 11 from 9-11am in TH204**. It is not a requirement to RSVP; however, it would be greatly appreciated.

To RSVP your attendance, please contact Annabree via email at annabree.fairweather@uleth.ca or via phone at ext. 2578.



FACULTY SOCIALS



Every month during the Fall/Spring semesters, ULFA organizes a social activity for all faculty members in the hopes of breaking down social isolation on campus. Snacks are provided at no cost to members and a cash bar is provided with a variety of beer and wine.

The **Welcome Back Social** will be a great time to welcome our newest Faculty Members. Already being a special social, free snacks and drinks will be provided to all attendees.

Faculty Socials Fall 2012

Come on out and meet your coworkers!

Sept 20 - 3-5pm in AH100 (Andy's Place)

Oct 18 - 3-5pm in AH100 (Andy's Place)

Nov 15 - 3-5pm in AH100 (Andy's Place)



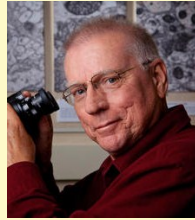
MEET THE EXEC



MEET THE EXECUTIVE 2012/2013



John Usher
President



Rob Sutherland
Past President



Trevor Harrison
*VP/President
Nominate*



Jon Doan
Secretary/Treasurer



Richelle Marynowski
*Chair, Handbooks
Committee*



Ilsa Wong
*Chair, Grievance
Committee*



David Kaminski
*Chair, Economic
Benefits Committee*



Bryson Brown
Board Rep



Scott Allen
*Non-Executive Member
Ombuds Officer*



Brenda Rennie
Executive Director



Annabree Fairweather
*Staff
Administrative Officer*

Current and past issues of ULFA News are posted on the website at www.ulfa.ca or follow this [link](#).

