



# Courier

Queen's University Staff Association

Est'd 1972

Volume 3/2006

*QUSA~Working For YOU!*

JUNE 2006

EDITORS: *Bonita Summers & Laurie Vaughan-Evans*

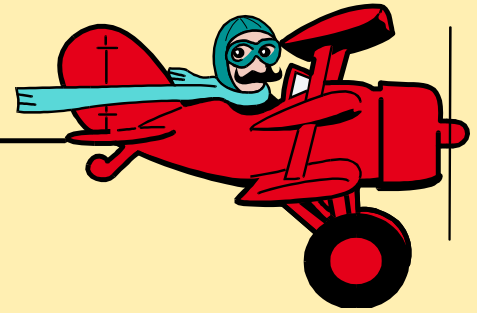
EXECUTIVE REPRESENTATIVE: *Karilee Reinbold*

DESKTOP PUBLISHING: *Betty Pollard*

## Announcing ... the

### 2006/2007 QUSA Executive

(TERM: July 1, 2006 to June 30, 2007)



- **PRESIDENT:** Spring Forsberg, Continuing & Distance Studies
- **VICE-PRESIDENT:** Gail MacAllister, Psychology
- **SECRETARY:** Sandra Jeffers, International Centre
- **TREASURER:** Sheri Foster, Political Studies

#### MEMBERS-AT-LARGE:

##### (General Staff)

- Jane Dauncey, Psychology
- Peg Hauschildt, Physics
- Patti George, Purchasing
- Carolyn Morrison, Psychology
- Lori Rand, Residences

##### (West Campus)

- Jessica Maskell, Education

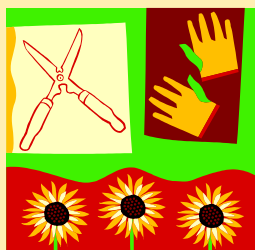
##### (Research/Contract)

- Pamela Bandy-Dafoe, Chemistry
- Karilee Reinbold, HPCVL



#### SALARY & BENEFITS COMMITTEE

- Davin Carlson, QBCC - Psychology
- Fiona Froats, Civil Engineering
- Diann King, Clinical Skills Program



## Why We Need You:

# The Role of Staff on University Committees

by Bonita Summers

The recent "Raise Your Voice" campaign spotlighted the importance of strengthening the Queen's University Staff Association by increasing its membership. Naturally, the more members that support QUSA, the more likely the input from that membership will be heard by those making decisions that affect staff wages, benefits, and overall work experience. Joining QUSA is one way that staff can provide valuable input at Queen's University.

As well as increasing its voice in general, since its inception, QUSA has striven to develop a staff presence on Queen's various committees. Built into the QUSA Memorandum of Understanding is the agreement that *"the University will include representatives appointed by the Association on all formal and standing committees of the University dealing with issues pertaining to the workplace, the employment environment, hiring and employee development, working conditions and other committees as are from time to time agreed upon."*

Staff members serve on a number of University committees, including:

- Campus Grounds Advisory Committee
- Campus Recreation Committee
- Employee Assistance Program
- Food Services Committee
- International Centre Council
- Joint Health and Safety Committees
- Parking Committee
- Pension Committee
- Transgender/Transsexual Policy Group
- University Council on Athletics
- University Council on Employment Equity

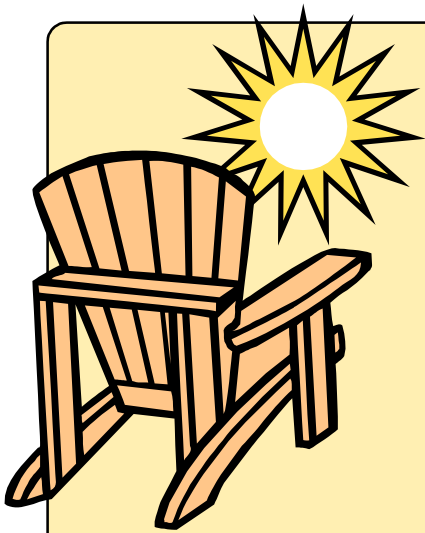
As well as QUSA Standing Committees:

- Education
- Grievance
- Membership
- Nominating
- Research Grant and Contract Staff Issues
- Salary and Benefits Review
- West Campus Issues

Committee membership provides a valuable opportunity to contribute to the decision-making processes at Queen's. Whether it's participation in a discussion on the effect of the establishment of a new building on the campus grounds or raising concerns regarding the need for particular benefits, a staff member's presence on a committee provides a vital link between the decision-makers and those who are affected by their determinations.

If you are asking yourself whether you have the time and energy to commit to one of these groups, bear in mind that your participation is not necessarily a huge undertaking. Some committees meet as few as four times a year. The QUSA website features contact information for staff representatives on the various committees. These members can provide interested staff with their perspective regarding the types of activities and duties involved, as well as the time commitment required.

The next time an opening for a staff member arises on a committee, please consider the opportunity. There was a time when it was not possible for a staff member to join a Queen's committee. This is a privilege QUSA worked hard to acquire. Let's not grow complacent and miss the chance to raise our voice.



## President's Report

*by Spring Forsberg, Continuing & Distance Studies*

**W**elcome to summer sunshine! It seems we waited a long time this year!

**A**s the 2005/2006 QUSA Executive term comes to a close, I would like to thank all members of the current Executive who gave so much of their time to actively participate in matters that concern our membership. This past year has seen several long-term and important issues reviewed around our Executive table, including discussions and updates regarding pending changes to our Pension Plans, Salary and Benefit discussions, an exciting Membership drive, innovative educational sessions, and a variety of issues that concern our membership.

**O**f course, the end of an executive term means a change in the executive membership. A special thanks to the QUSA Executive members who will be leaving us at the end of this term: Davin Carlson, Debbie Clark, Lisa Neumann and David Youssef, and a special thanks to those who have chosen to continue as executive members for another year. Of course, welcome to those who are joining us for the 2006/2007 year. Thanks, too, to all members who are currently serving on the various committees on campus. Committee work and service to an organization is most often a call that goes above and beyond the normal day-to-day, work-related responsibilities. I am very grateful for your commitment to QUSA.

**I** hope you have a wonderful summer, ensuring you find time to enjoy your holidays with quiet time for yourself or exciting activities that make you feel alive!

### New Members to the 2006/2007 Executive



**Jane Dauncey** began working at Queen's in Respiriology in 2000 before moving to Psychology in 2004. She has been a QUSA member for several years and is looking forward to serving as a member-at-large on the QUSA Executive.



**Patti George** began working at Queen's in May of 1991 for Purchasing Services and has been a QUSA member for a few years. She is looking forward to her new role as member-at-large and representing fellow members.



**Peggy Hauschildt** has been the Manager of the Physics Department for just over two years. Prior to her arrival in Physics, she worked on contract for nine years as the Associate Director of the Queen's GIS Lab. Peggy is also an alumna and graduated with a B.Sc. in Physical Geography and a M.Sc. in Climatology. She is excited about becoming a member of the QUSA Executive and is looking forward to representing all fellow staff members at Queen's.



**Lori Rand** has been at Queen's for almost two years as Coordinator of Educational Programs in Residence Life. She came to Queen's from the East Coast, having completed her Kinesiology, Education and Master's degrees from the University of New Brunswick. She is looking forward to representing Queen's staff as a member of the QUSA executive.

**Tune in to "Women's Word" ~ a new radio show brought to you by the Ban Righ Centre  
Fridays ~ 11:30 am – 12:00 noon - 101.9 FM CFRC - Hosted by Jennifer Stacey**



# QUSA Annual General Meeting

by Bonita Summers

On Tuesday May 30th, QUSA President Spring Forsberg opened the annual general meeting by welcoming members, old and new, and thanking everyone for their participation in the "Raise Your Voice" membership campaign. She especially thanked the Membership Committee and Betty Pollard for their work on this campaign.

Spring gave the President's report, indicating that there would likely be a meeting for members in the next few weeks to provide information on the status of the current salary and benefits discussions. (This meeting took place on June 6th.)

She noted that a pension meeting had been held for all groups affected, and that QUSA has secured an actuary who is looking at the impact of the various scenarios presented by the Pension Committee on the employee group as a whole (members and non-members).

Spring reminded everyone of the upcoming Strawberry Social and thanked the 05/06 Executive for its hard work in the past year. She also delivered the Treasurer's report in her absence.

Executive member, Carolyn Morrison, spoke next, naming the members of the 06/07 Executive. The draw was then held for the grand prize winner of the "Raise Your Voice" campaign. The winner was Nigel Barnett.

Joanne Organ from Human Resources won the door prize of a QUSA mug and strawberry social tickets.

Guest speakers, Wendy Lloyd and Julie Mekarski, briefed members on workshop and training opportunities available to them through Human Resources. They indicated that these events, including retreats, are offered free to staff and to departments.

The Employee Work and Career Support at: <http://www.hr.queensu.ca/workandcareer/workandcareer.php> has been improved, so that staff can log on and see their training history. Lunchtime sessions make learning more accessible, and there is now more of an emphasis on wellness and accommodation, with a new staff person dedicated to this focus. Consideration is being given to establishing a website with health and wellness-resources.

Wendy and Julie gave notice of an upcoming event for June 20th, called "Embracing Excellence". This will be an all-day workshop tailored to the needs of administrative professionals. They also indicated that there will be a new program starting up, called "Certificate in Communications", with an emphasis on diversity and equity.

Information was provided on the tuition assistance program, and the professional development fund (which gives reimbursement of up to \$400 on work-related education). They invited members to contact them with suggestions as to what topics they would like to see covered at future workshops and programs. Members can email either Wendy or Julie with their ideas.

## Thank You, Laurie

A fond farewell to QUSA Courier Editor, Laurie Vaughan-Evans. We will miss your enthusiasm, your contributions to the newsletter and your professional perspective. We wish you all the best in your future endeavours.

## Our New Editor

Sharon David will be joining Bonita Summers as co-editor of the QUSA Courier. Sharon brings with her considerable experience of 4 years as the editor for the Field Naturalists quarterly journal, *The Blue Bill*.

Sharon is the senior technician at the MRI lab in the Centre for Neuroscience Studies at Queen's.

Welcome, Sharon. Glad to have you aboard!



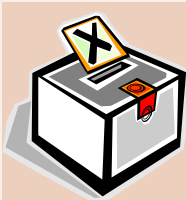
**NEW**  
**SALARY & BENEFITS**  
**PROPOSAL FOR STAFF**



The QUSA Salary & Benefits Committee presented the new Salary & Benefits Proposal to its membership on June 6<sup>th</sup>, 2006.

A second presentation is scheduled for:  
**Wednesday, June 14 at 12 Noon in**  
**Botterell Hall, Room 139.**

You may bring any questions or concerns regarding the agreement to this meeting.



**VOTING to ratify the**  
**agreement will take place**  
**on:**

**Tuesday, June 27**  
**from 11:30 am to 1:30 pm**  
**in the John Orr Room, JDUC**

**&**  
**Thursday, June 29**  
**from 11:30 am to 1:30 pm**  
**in Room B129, Botterell Hall**

- In order to vote, you will be required to show your staff card or another form of identification. You **MUST** vote in person - no other person can vote on your behalf. Voting is restricted to QUSA members in good standing only. (i.e. current members of the Association whose name appears on the membership list of the preceding month)
- Volunteers are required to work at the polling stations for half-hour time slots on the voting days noted above. If you can help, please contact the QUSA office with the date and time you are available. [qusa@post.queensu.ca](mailto:qusa@post.queensu.ca).
- Three volunteers are required to act as scrutineers to count the ballots on either June 29 or June 30. Again, please contact the QUSA office with the times and dates you would be available.

***The most important part of this process is for you to express your opinion one way or the other and VOTE.***

## STANDING COMMITTEE REPORTS

### Education Committee Report

QUSA's Education Committee started the year off with a tour of the Agnes Etherington Art Centre on October 18th, 2005. A total of 21 people attended, and QUSA received very positive feedback about the tour.

A Queen's Observatory Open House was planned for December 8th, 2005. Unfortunately, the weather did not co-operate and the event was cancelled.

On February 6th, 2006, with the support of Human Resources, a Weight Watchers at Work program was started. It has had an overwhelming response, and we are in our 2nd session with over 40 people enrolled.

On May 4th, 2006, Primerica presented a lunch-hour session on "How Money Works". This session was open to all staff and had 28 people in attendance.

**Lisa Neumann, Chair**



### Membership Committee Report

QUSA's membership at the end of April 2006 was 619 members. We have had 62 new members join since June of last year.

The Membership Committee's responsibility is to increase membership in order to make our voice louder, stronger and to provide us with a more visible presence on Campus. This year, the Committee implemented a Rewards Referral Program to increase QUSA membership by rewarding current and new members with free Strawberry Social and Grand Prize tickets for participating in this campaign.

The Grand Prize, comprised of generous donations from 13 Kingston vendors, was drawn at the Annual General Meeting on Tuesday, May 30, 2006.

The Membership Committee welcomes your feedback and suggestions to improve our impact on campus.

**Sandra Jeffers, Chair**



# Strawberry Social

Thursday, June 22, 2006

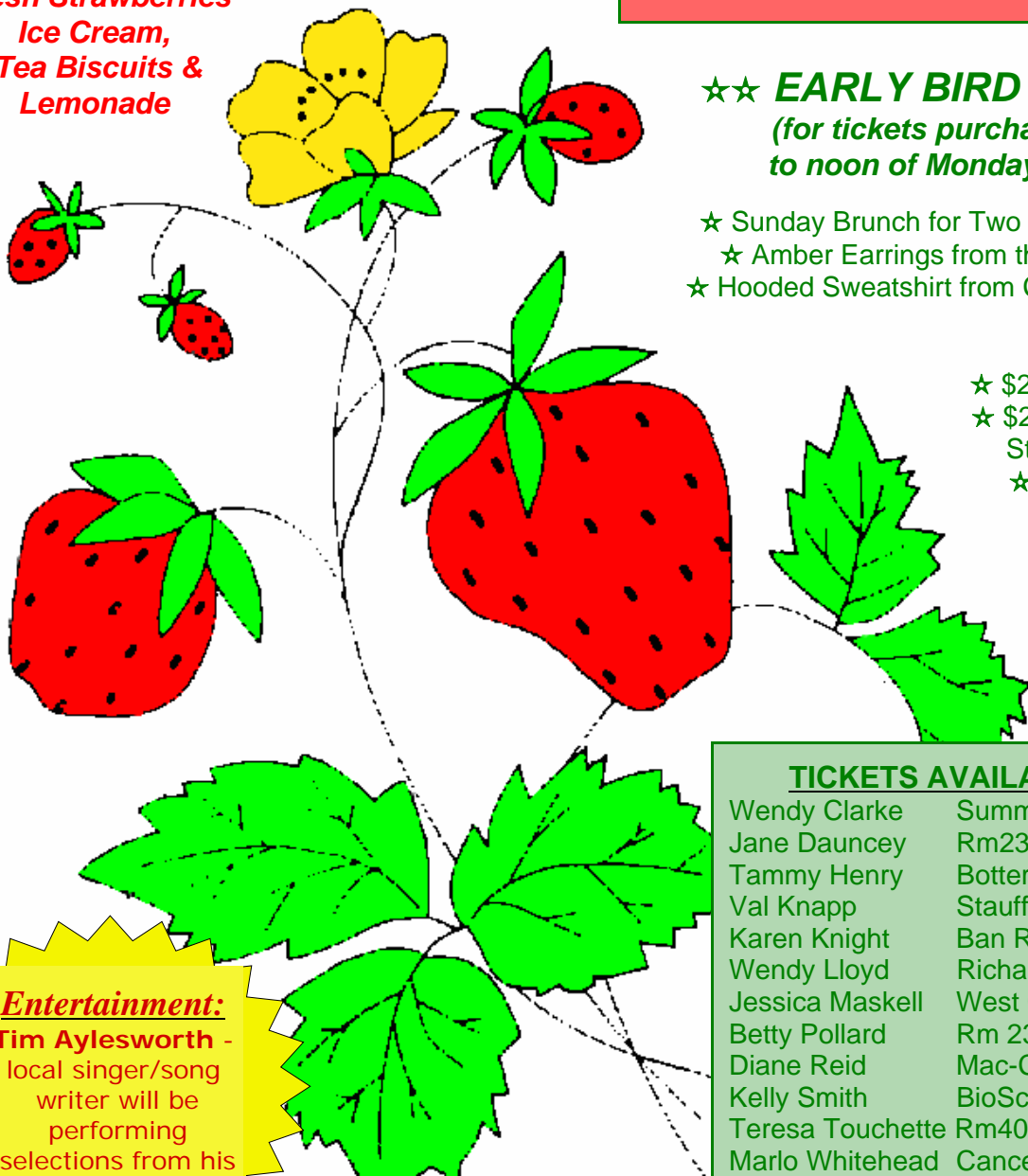
11:30 a.m. to 1:30 p.m.

**Tickets:** \$3.50 Members  
\$4.00 Non-Members  
\$2.50 Children (12 & Under)  
*Proceeds to the Food Bank*

**On the Grounds of Summerhill**  
**(rain location: Grant Hall)**

## Fresh Strawberries

Ice Cream,  
Tea Biscuits &  
Lemonade



**Entertainment:**  
**Tim Aylesworth** -  
local singer/song  
writer will be  
performing  
selections from his  
latest CD

## Door Prizes!

- #1 \$100 Accommodation Certificate  
Sheraton or Ambassador plus two  
tickets to the Domino Theatre
- #2 \$100 Accommodation Certificate  
Sheraton or Ambassador plus \$25  
Gift Certificate for McGinnis Landing

## ☆☆ EARLY BIRD PRIZES ☆☆

(for tickets purchased prior  
to noon of Monday, June 19)

- ★ Sunday Brunch for Two at the Holiday Inn
- ★ Amber Earrings from the Amber Room
- ★ Hooded Sweatshirt from Campus Bookstore

## Gift Certificates:

- ★ \$25 McGinnis Landing
- ★ \$20 Sultan's Bazaar &  
Stone Mortar & Pestle
- ★ \$25 Cavalier Room
  - ★ \$20 Very Shari
- ★ \$25 Grizzly Grill
- ★ \$20 Novel Idea
- ★ \$20 Ramekins

## TICKETS AVAILABLE FROM:

|                  |                    |       |
|------------------|--------------------|-------|
| Wendy Clarke     | Summerhill         | 77470 |
| Jane Dauncey     | Rm232/Humphrey     | 32876 |
| Tammy Henry      | Botterell 8th Flr. | 77155 |
| Val Knapp        | Stauffer           | 32519 |
| Karen Knight     | Ban Righ Centre    | 32976 |
| Wendy Lloyd      | Richardson         | 74175 |
| Jessica Maskell  | West Campus        | 74286 |
| Betty Pollard    | Rm 235/J.D.U.C.    | 32215 |
| Diane Reid       | Mac-Corry          | 77173 |
| Kelly Smith      | BioSciences        | 36602 |
| Teresa Touchette | Rm401/Goodes       | 32303 |
| Marlo Whitehead  | Cancer Research    | 74734 |

# Pot-Pourri



## Congratulations!

to Reg Byrom and Lisa Crausen on the safe arrival of Madisyn May Byrom born April 20, 2006 weighing 6 lb. 8oz.

to Nigel Barnett, Agnes Etherington Art Centre on winning the *Grand Prize Draw* from the "Raise Your Voice" Campaign

**Staff Election Results** - The University Secretariat has announced the results of the Staff elections: Linda Horton (Human Resources) was elected to the position of Staff Senator for a three-year term effective September 1, 2006.

## Fond Farewell

A fond farewell and best wishes to **Lynda MacDonald** from the Faculty of Arts and Science, who will be retiring on June 30th, after 16 years of service at Queen's. Lynda also served on the QUSA Executive from 1999 to 2002 as a Member-at-Large. Lynda has enjoyed her time here at Queen's, and we know she will enjoy her retirement, too!

**Elaine Silverman** has resigned from her position of Secretary and Auditions Coordinator at the School of Music, to spend more time with husband Bob Silverman, Dean, Faculty of Arts & Science, who will be commencing a two-year leave from Queen's, commencing July 1, 2006. Over the past ten years, Elaine has enjoyed organizing new student auditions and interacting with the many wonderful and talented music students, and she will be very much missed by students, faculty and staff. We wish Elaine, Bob and their growing family the very best.

## Welcome New Members!

- ❖ Whitney Babcock, Career Services
- ❖ Sheena Graham, VP (Operations/Finance)
- ❖ Chauncey Kennedy, Residence Life
  - ❖ Bev King, Arts & Science
  - ❖ Barbara Lawson, Pathology
- ❖ Jennifer Railer, Student Awards

## Thank You!

I would like to sincerely thank everyone who made my retirement party a very enjoyable event. Thank you also for the kind words and the lovely gifts that I received. I wish you all a fond farewell and a long and happy future.

**Thelma Rikley, School of Medicine**

### Thank you to those members leaving the QUSA Executive this year:

- ❖ Davin Carlson, QBCC, Psychology
  - ❖ Debbie Clark, Stauffer Library
  - ❖ Lisa Neumann, Arts & Science
  - ❖ David Youssef, Admissions
- and from the Salary & Benefits Committee:**
- ❖ Fran Lanovaz, Purchasing
  - ❖ Dean McKeown, School of Computing

### Thank you to the members of the Strawberry Social Committee for doing such a great job:

- ❖ Kim Garrison, Graduate Studies
- ❖ Anne McCormick, Rehab Therapy
- ❖ Debbie Sneddon, Advancement
- ❖ Mary Wales, Physiology
- ❖ Peggy Watkin, University Secretariat

## Condolences

to Cathy Nelson, Room Reservations, on the recent passing of her Mother, Donna Lockridge (retired School of Business and past QUSA member) on Friday, May 5, 2006



QUEEN'S UNIVERSITY STAFF  
ASSOCIATION  
INTERIM FINANCIAL REPORT

**Fiscal Period July 1, 2005 - April 30, 2006**

Balance Forward as of June 2005 \$3,364.04

**REVENUES**

Membership Dues \$36,168.00  
Strawberry Social \$0.00  
Holiday Luncheon \$0.00

**Total Revenue \$36,168.00**

**EXPENDITURES**

Office Expenses \$29,567.22  
Conferences \$ 2,824.48  
COUSA Fees \$ 2,082.50  
Executive Retreat \$ 511.50  
Strawberry Social \$ 25.00  
Strawberry Social -  
Donation to Andy Fund

**Total Expenditures \$35,010.70**

**Balance Remaining as of  
April 2006 \$ 4,521.34**

Bank of Montreal - April 17, 2006 \$ 2,242.87

GIC Investment as at October, 2005 \$11,373.46

Barb Geddes Endowment fund,  
March 2006 \$ 5,935.00

**Let's Hear From You**

Take a few minutes to write us  
2 or 3 lines on E-Mail to:  
**QUSA@post.queensu.ca**

**SEND A BOUQUET:**

Give someone a pat on the back: let  
us know if something is going right.



**SOUND-OFF:**

Have a comment, complaint, question?

Bouquets/Sound-offs should be sent to  
the QUSA Office, Room 235, JDUC

**POLICY REGARDING LETTERS TO THE  
EDITOR, SOUND-OFFS, OR BOUQUETS**

We would ask that submissions be signed so that,  
if need be, we can clarify any information with the  
writer. If you wish to have your name withheld,  
should your letter be published in the Courier,  
simply indicate so and we will honour your request.

**Contributors Wanted for:**

- Announcements
- Bouquets
- Compassion in Action
- Sound-Off
- The Office Next Door
- Any other topic

*NEW!* Announcements for staff members other than  
yourself must be accompanied by written  
permission from the staff member concerned.

**2005/2006 QUSA EXECUTIVE**

|   |       |                                    |       |
|---|-------|------------------------------------|-------|
|   |       | <b>Members-at-Large</b>            |       |
| <b>President</b> - Spring Forsberg, Cont.Distance St.   | 78560 | Pamela Bandy-Dafoe, Chemistry      | 32630 |
| <b>Vice-President</b> - Gail MacAllister, Psychology    | 36406 | Debbie Clark, Stauffer Library     | 32517 |
| <b>Secretary</b> - Sandra Jeffers, International Centre | 32604 | Sheri Foster, Political Studies    | 77451 |
| <b>Treasurer</b> - Lisa Neumann, Arts & Science         | 74722 | Jessica Maskell, Fac. of Education | 74286 |
| <b>RG&amp;C</b> - Davin Carlson, QBCC/Psychology        | 78632 | Carolyn Morrison, Psychology       | 32493 |
| <b>RG&amp;C</b> - Karilee Reinbold, HPCVL               | 78485 | David Youssef, Admissions          | 77147 |

**QUSA OFFICE - Betty Pollard, Business Administrator, Tel: 32215, JDUC Fax 533-6190**  
**OFFICE HOURS: Monday to Thursday 8:30 a.m. to 2:30 p.m. Closed July & August**