

# QUFA VOICES

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### PRESIDENT'S VOICE

## Attend a QUFA-Sponsored Event in 2014

QUFA will sponsor a number of events this term, including a discussion about online and blended learning in February, and a Member Appreciation Event in April

By Diane Beauchemin  
President, QUFA



Welcome back! I hope that you all had a rejuvenating seasonal break.

### Per Diem Update

Following my column in the last number of *QUFA Voices*, several of you wrote to point out that additional institutions had also gone back to per diems for expenditures funded from sources other than the Ontario government (NSERC,

CIHR, etc.). I mentioned this fact to the Provost after the December Senate meeting, but he still prefers to have electronic travel and expense tools in place before making reinstatement of per diems on a partial basis.

### Queen's ConfidenceLine Update

Because there was considerable discussion regarding the Safe Disclosure Policy and the Queen's ConfidenceLine at the October Senate meeting, three meetings were held (two in December, one on 15 January) with Alan Harrison, Caroline Davis, Harry Smith, and Lon Knox to get input from Senators on the ConfidenceLine. I reminded them that the intent of the Board of Trustees was to limit it to financial matters. After consulting with Senators, and to avoid Senate conflicting with the Board of Trustees,

### QUFA EVENTS

## "Computers and Classrooms: Perspectives on Online Learning"

A Community Conversation

Wednesday 26 February 2014  
2.30 p.m. – 4.00 p.m.  
Room 517, John Watson Hall

There is much ado about online learning these days. For some, it's a panacea to underfunding and overcrowding. For others, it's a pedagogical disaster. Still others applaud online and blended courses for their innovative approaches and accessibility.

"Computers and Classrooms: Perspectives on Online Learning" will bring together users, experts, supporters, and critics of online and blended learning to figure out what it is, what it means, and how to do it right.

Mark your calendar, and stay tuned to [www.qufa.ca](http://www.qufa.ca) and *QUFA Digest* e-mails for further details.

henceforth the ConfidenceLine will be restricted to matters of fraud and financial misconduct. This is on the agenda of the 21 January meeting of Senate.

### Campus Master Plan Update

Although, at the time of writing my last column, I was aware of only one open house on the Campus Master Plan (CMP), another was held on 6 December. For those who could not make it, the panels that were on display can be viewed on the CMP Web site (<http://www.queensu.ca/cmp/events/campusandcommunityopenhouse-december>). It is being presented as a "vision document" (i.e., it will be implemented only if there is need and suitable funding). However, if it is ever implemented, it would see the replacement of essentially all surface parking lots by new buildings on main campus, thereby forcing people into underground parking lots (with their steeper fees) or onto west-campus surface parking lots with shuttle to Main Campus (which is more time-consuming).

### QUFA Unit Visits Continue

Leslie and I will continue to visit units where we are invited, and we would welcome an opportunity to follow up with units where we ran out of time, as we want to hear all concerns from Members (which are held in confidence and only shared on a need-to-know basis with the appropriate QUFA committee and staff). Thank you to all fourteen units that hosted our visit in Fall 2013. Thank you also to the 328 Members who took the time to take the workload survey, and particularly the 111 who took additional time to write comments. Knowing what Members think is crucial to set priorities for the next round of bargaining.

### John Holmes Wins CAUT Award

I am very pleased to report that John

Holmes (former President of QUFA, Geography) will receive the CAUT (Canadian Association of University Teachers) Distinguished Academic Award at the CAUT Council meeting of May 2014.

### Events This Term

Several events will be held this term, including the new Member Appreciation Event in April. The first one, "Computers and Classrooms: Perspectives on Online Learning, Community Conversation," will be held at 2.30 p.m. on 26 February 2014. QUFA will bring together users, experts, supporters, and critics of online or blended learning for a frank discussion on their pros and cons. I hope to see many of you there.

*Diane Beauchemin can be reached at [qufapres@qufa.ca](mailto:qufapres@qufa.ca).*

### ANNOUNCEMENT

## Seeking Volunteers

**The QUFA Nominations Committee seeks two volunteers**

The QUFA Nominations Committee works to find Members who are willing to serve on QUFA committees, including the Executive Committee, in time for the Spring General Meeting (30 April 2014). The Committee works via e-mail, so no face-to-face meetings are required.

Lynne Hanson (Vice President, QUFA) chairs the committee. The Committee needs two more Members who are not currently on QUFA Council or Executive. If you're interested in serving on the committee or in being nominated for next year, please contact Lynne Hanson ([lh2@queensu.ca](mailto:lh2@queensu.ca)) or Leslie Jermyn ([qufa@queensu.ca](mailto:qufa@queensu.ca)).

### IN THE NEWS

## Federal Library Closures Cause Concern

**Recent federal government closures of seven Fisheries and Oceans libraries are short-sighted and worrying**

**By Amanda Ross-White**  
Associate Librarian, Health Sciences,  
Queen's University

**and Michael White**  
Associate Librarian, Research Services,  
Queen's University



It's not often that libraries make the news, but the recent actions of the federal government to close seven libraries

serving staff at the Fisheries and Oceans (DFO) Canada have launched editorials in *The Globe and Mail*,<sup>1</sup> *The Toronto Star*,<sup>2</sup> Radio-Canada,<sup>3</sup> among others.

Researchers have serious cause to be concerned, particularly in light of other similar actions, such as cuts to Library and Archives Canada,<sup>4</sup> the libraries at Health Canada,<sup>5</sup> and CISTI.<sup>6</sup>

Collection development is an important role for librarians, here at Queen's and elsewhere, and this includes both the judicious purchase of materials in print and electronically, as well as the removal of items as required. The actions taken by DFO on the surface do not appear to have been done with due care and attention, raising concern for scientists who need these materials. Sadly, it wasn't until materials were thrown away in large quantities that scientists began to pay attention. Much of the concern is over the loss of items that were unique to these libraries, items such as government white papers or other materials where the copyright is owned by the Department, rather than journals or books where copies might be held

elsewhere. DFO maintains that these items will be scanned and digitized, although with fewer staff it isn't clear who will be doing this work, or when and what the scientists who rely on this information are to do in the meantime.

These examples of short-sightedness when it comes to libraries are not unique to Canada. In 2006, the U.S. government made a similar attempt to close the regional libraries of the Environmental Protection Agency.<sup>7</sup> More recently, the library at NASA's Goddard Space Flight Center in Maryland was slated for closure,<sup>8</sup> with administrators claiming the 10,000 employees could use the libraries at the nearby University of Maryland College Park campus. The union representing Goddard scientists, engineers, and technicians negotiated with NASA to reopen the library.

What these stories share is a worrying trend to pass the buck to another department, institution, or level of government, without appropriate concern for either the collections, capabilities, mandate, or workload capacity of the libraries involved. According to the CBC's report of Health Canada's closures, scientists have been using university libraries by using the library access granted to their co-op students. This is worrisome, as university libraries are neither staffed nor funded to address the needs of these scientists in addition to their existing faculty and students. If we continue to view libraries as simply rooms full of books, and ignore the larger picture of carefully curated collections staffed by professionals, this trend will continue.

## Notes

<sup>1</sup>Galloway, G. "Purge of Canada's fisheries libraries a 'historic' loss, scientists say." *The Globe and Mail* 7 Jan. 2014.  
<http://www.theglobeandmail.com/news/politics/purge-of-canadas-fisheries-libraries-a-historic-loss-scientists->

[say/article16237051/](http://www.thestar.com/news/canada/2014/01/12/thats_no_way_to_treat_a_library_scientists_say.html)

<sup>2</sup>Contenta, S. "That's no way to treat a library, scientists say." *The Toronto Star* 12 Jan. 2014.  
[http://www.thestar.com/news/canada/2014/01/12/thats\\_no\\_way\\_to\\_treat\\_a\\_library\\_scientists\\_say.html](http://www.thestar.com/news/canada/2014/01/12/thats_no_way_to_treat_a_library_scientists_say.html)

<sup>3</sup>Tremblay, J. "Bibliothèque de l'IML: des livres retrouvés dans un conteneur." *Radio-Canada* 28 June 2013.  
<http://www.radio-canada.ca/regions/est-quebec/2013/06/27/004-livres-impl-conteneur.shtml>

<sup>4</sup><http://dysartjones.com/2014/01/ola-poster-federal-library-closures-of-2012-a-rescue-effort/>

<sup>5</sup>Payton, L. and Paris, M. "Health Canada library changes leave scientists scrambling." *CBC News* 20 Jan. 2014.  
<http://www.cbc.ca/news/politics/health-canada-library-changes-leave-scientists-scrambling-1.2499217>

<sup>6</sup>Oder, N., Albanese A., and Hadro J. "Cuts Protested at Canada's National Science Library." *Library Journal* 134 (2009): 14.

<sup>7</sup>Nikiforuk, A. "Canada's science library closures mirror Bush's playbook." *The Tyee* 9 Jan. 2014.  
<http://thetyee.ca/News/2014/01/09/Harper-Science-Library-Closure>

<sup>8</sup>Flores, A. "President's corner." *Newsletter of the Goddard Engineers, Scientists and Technicians Association (GESTA)* 12 Dec. 2012.  
[http://www.nhpa.org/gesta/News%20Letter%20Folder%20-%20PDF/gesta\\_newsletter\\_dec\\_2012.htm](http://www.nhpa.org/gesta/News%20Letter%20Folder%20-%20PDF/gesta_newsletter_dec_2012.htm)

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## QUFA PEOPLE

# CAUT Aboriginal Forum

**CAUT's Aboriginal Forum provided a valuable opportunity for Queen's faculty, including Lindsay Morcom of the Faculty of Education.**

**By Lindsay Morcom  
Faculty of Education**



The Canadian Association of University Teachers' Aboriginal Forum (Toronto, November 2013) was an opportunity

for Aboriginal academic staff from across the country to meet and discuss issues pertinent to us. I attended as a member of the Queen's University Faculty Association and benefitted enormously from the opportunity to meet and learn from other Aboriginal academics.

The meeting struck a balance between plenary sessions and breakout discussions. The plenary speakers were Aboriginal people with experience in a variety of education sectors, from health to environment to education itself. One of the most notable things about the forum was that the breakout sessions were done using talking circles, which are a traditional Aboriginal approach to meetings and teaching. In that way, the conference "walked the walk"; in using talking circles to address issues endemic to the academy, we experienced an indigenization of it.

The breakout sessions focused on two key areas. The first was cultural revitalization. We discussed how we can use research to revitalize Aboriginal culture and how we can indigenize the academy. The second was working with internal and external allies. Here, we discussed how to recognize allies, how to build trust on both sides, and how to work with others within and outside of our institutions to ensure Aboriginal

concerns are heard in academia. That is important not only to create an equitable environment for Aboriginal students, faculty, and staff, but also because Aboriginal perspectives and traditional and contemporary learning are tremendously valuable in areas like education, environmental studies, engineering, and fine arts.

Of course, in using a talking circle, the group sometimes strayed from the topic we had set out to explore. This gave the participants a chance to talk about some of the frustrations that are unique to Aboriginal academics. Among emerging academics in particular, there were concerns about the fairness of the tenure process. Individuals spoke of eurocentrism in their area of study and the difficulty of publishing when studying Aboriginal concerns or researching from an Aboriginal perspective. Established academics added reflections on their experiences and offered guidance on how to succeed in the tenure process. Forum participants spoke of establishing a mentoring system for Aboriginal academics, and as someone who has benefitted from mentoring here at Queen's Faculty of Education, I support this goal wholeheartedly.

Many Aboriginal academics also feel pulled in multiple directions as they strive to remain accountable to their communities, while being asked to serve on numerous committees as a "token" member. While Aboriginal people want to be represented on as many committees and organizations as possible, because we number so few, there is tremendous pressure to take on too much work. Many fear that these demands will negatively impact their ability to get tenure. This problem of the underrepresentation of Aboriginals among faculty underscores the need to bring more Aboriginal people into the Canadian academy.

Finally, the Forum offered an unsurpassable opportunity for

networking. Many of the participants were one of only a handful of Aboriginal people at their institutions and that can be a lonely experience. As is often the case, some of the most meaningful learning for me took place not in a breakout session or in a plenary, but over meals in the evening. That is when I got the chance to speak to other emerging academics whose experiences mirror my own, and some established "greats" in their fields whose work I have been studying for years. I am looking forward to maintaining these connections in the coming years and thank QUFA for giving me this wonderful opportunity to be a part of the national conversation.

*Lindsay Morcom can be reached at [morcoml@queensu.ca](mailto:morcoml@queensu.ca).*

#### ANNOUNCEMENT

## QUFA Distinguished Service Award Call for Nominations

The QUFA Distinguished Service Award honours QUFA Members who have made a notable contribution to Queen's through service to improving the working lives of QUFA Members.

Any QUFA Member may nominate a current or former (retired) Member for the award. There is more information and a nomination form at:  
[http://www.qufa.ca/about/policies\\_and\\_protocols/Distinguished\\_Service\\_Award\\_Form.pdf](http://www.qufa.ca/about/policies_and_protocols/Distinguished_Service_Award_Form.pdf)

Please submit nominations to Lynne Hanson, Chair of the Nominations Committee ([lh2@queensu.ca](mailto:lh2@queensu.ca)), or to Leslie Jermyn, Executive Director ([qufa@queensu.ca](mailto:qufa@queensu.ca)). Please contact Leslie if you have any questions.

FYI

## Workplace Stress and You

Instalment 2: Taming the Overwork Monster

By Leslie Jermyn  
Executive Director, QUFA



In the November issue of *QUFA Voices*, I reviewed the root causes of stress at work (control vs. demand) and the health

consequences of being chronically stressed. In this article, I want to focus on one of the factors that leads to work stress: overwork or excess volume of work. Again, I am indebted to Dr David Posen for his insights.<sup>1</sup>

Posen argues that there a number of factors that contribute to having too much work to do and not enough time to do it. Some of these factors are linked to how we approach work as individuals and in workplace subcultures, while others are imposed from outside.

Internal demands or pressures include such things as:

- **Personality:** Are you a perfectionist or highly competitive? Do you have a hard time saying "no"?
- **Personal goals:** What do you want to achieve in a day, week, year, or over your career?
- **Beliefs:** What do you think "ought to" or "should" be done? Do these beliefs create additional pressures?

These factors are more or less under our control. I say "more or less" because knowing one is a competitive overachiever may help to explain why one works too hard but doesn't make it easy to change.

External demands and pressures come

from such sources as job expectations, deadlines, and peer pressure. These factors are less under our control, to be sure, but we can manage some aspects of all of them by prioritizing and organizing our time.

Posen identifies three additional external pressures that seem to be growing exponentially as sources of stress and overwork for many Canadians: e-mail, meeting, and “fake work.” If you’re like me, you recognize at least a couple of these pressures as time-eating, stress-making, overwork-causing monsters that don’t succumb to even the best efforts to prioritize and organize.

Let’s consider ways that these monsters can be caged.

### E-Mail

E-mail is a fantastic invention, and I wouldn’t want to be without it, but it can dominate your life and seriously reduce productivity if it’s not managed well. Posen, drawing on the work of many experts, suggests that we change our relationship to e-mail in the following ways:

- **Schedule e-mail like a task:** Don’t kid yourself that you can “multitask” and deal with e-mail while doing other work. Multitasking is a myth, and every time we shift focus, we lose focus and waste time. Check e-mail at specific times during the day and only those times. Turn off alerts when e-mail is not your focus.
- **Control expectations:** Be clear with students, colleagues, and friends about how quickly you will respond to their e-mail.
- **Don’t e-mail when a phone call is faster:** How many e-mails do you process that concern setting a meeting time or deciding among options that could be dealt with much faster on the telephone or at a meeting? Pick up the phone.

- **Don’t carbon copy or reply all as a reflex:** Make sure recipients truly need to be included in the conversation.
- **Send less to get less:** Think carefully before sending any e-mail, and consider consolidating multiple messages into one.
- **Set up e-mail conventions in your work unit:** E-mail conventions limit volume and content of e-mail:
  - Simple information should all be contained in the subject line followed by “EOM” (“End of message”) to tell recipients that that’s all they have to read.
  - Helping someone or answering a query should include “NTN” or “NRN” (“No thanks necessary” or “No reply necessary”) to stop those endless e-mail chains of “thank yous” and “your welcomes.”
  - Debates without end should be tabled to meetings, and there should be a convention for requesting that this happen.

Taking control of e-mail frees up productive work time during the day and may help to ease the stress of too much work.

### Meetings

Meetings are essential and often extremely useful for accomplishing collective work. However, too many or poorly organized meetings can be counterproductive and time-wasting.

Some ideas for making meetings useful include:

- **Start and end on time without exception:** Waiting five or ten minutes for latecomers punishes

those who arrive on time and encourages everyone to be late in the future. Lateness puts everyone on edge and is usually a waste of time because people start to leave so that decisions can’t be taken or aren’t known to those for whom it matters. Stop this cycle.

- **Create an agenda and stick to it:** Agree together to restrict comments to the agenda item at hand. If other issues are raised, save them to the end if there’s time, or table them to the next meeting.
- **Don’t use meetings for reporting:** Long or detailed reports should be written and circulated in advance, not read out or made up on the spot.
- **Be prepared to participate:** Read or write reports in advance, pay attention, and follow the agenda. Do your part to be ready to do the work of the meeting.
- **Record decisions and assign actions:** If the meeting is called to take a decision, make sure the decision is taken, recorded, and shared with participants and that any actions are assigned to particular people.
- **Get buy in from your colleagues:** Agree together to honour a new meeting protocol and stick with it.

Good meetings are worth it, so do what you can to improve the meeting culture in your unit.

### “Fake Work”

“Fake work” is anything that does not contribute getting core tasks done. Some examples include:

- **Duplicate efforts:** When actions aren’t clearly delegated, people duplicate their efforts.
- **Paperwork:** Whether hard copy or virtual, the number of forms and reports the modern world requires is mind-boggling. Much of this “work” generates information, but it’s

worth questioning whether all of this information is useful.

- **Tracking Work:** Many of us now spend significant amounts of time tracking and recording what we've done. Make sure this is necessary.
- **Irrelevant Information:** We are inundated with irrelevant information from listservs, spam, and inappropriate carbon copying.
- **Administrative work:** Downsizing of administrative support forces more people to spend more time on duties that they shouldn't, at their salary level, be doing, and may not be very good at.

Fake work isn't always easy to control, but we can limit our exposure to unnecessary information, critically assess new report-making and form-filling initiatives, manage the assignment of duties among colleagues, and make sound financial arguments for sufficient administrative support.

The next time you feel stressed from overwork, think about whether volume is the problem and if there's a way you can reduce it by dealing with the internal or external factors discussed here. Next time, we'll look at velocity, or the speed of work, as a source of stress.

**Note**

<sup>1</sup>David Posen. "Treating Workplace Stress: A Doctor's Prescription." *Is Work Killing You?: A Doctor's Prescription for Treating Workplace Stress*. Toronto: Anansi, 2013. Print.

**Leslie Jermyn can be reached at [qufa@queensu.ca](mailto:qufa@queensu.ca).**

## Voice your Views

Do you have an opinion about anything you have read in *QUFA Voices*? If so, send a letter to the editor: [robert.may@qufa.ca](mailto:robert.may@qufa.ca)

**GET INVOLVED**

## Volunteer and Help QUFA Make a Difference!

**Volunteering at QUFA helps your fellow QUFA Members, and counts towards service to the University**

**By Lynne Hanson  
Chair, Nominations Committee**



Nominations are now open for positions on QUFA committees. Please consider volunteering.

The Queen's University Faculty Association works to protect and advance the working conditions of regular and contract faculty, and librarian and archivist Members. QUFA volunteers have an opportunity to work with colleagues from across the University and to learn more about how the University is structured.

Many current and former volunteers report that their involvement with QUFA has been an important element of their professional lives and has greatly improved their understanding of Queen's, postsecondary education, and the broader political context. As well, QUFA service counts as service to the University in annual performance reports.

Contributions of any scope, large or small, and a diversity of viewpoints, interests, and experience are welcome at QUFA. Some volunteer positions require a regular commitment of time and energy, while others involve only a few meetings a year. The most demanding positions are compensated by course relief.

A full list of QUFA committees, joint committees, and internal and external positions can be found on our Web site,

under Contact Us (<http://www.qufa.ca/governance/qufolks.php>).

Some special interest committees include the Benefits Oversight Committee, the Budget Review Committee, the Web Site Committee, and the Ad Hoc Pension Committee.

QUFA Standing Committees include the Grievance Committee, the Political Action and Communications Committee (PACC), and the Committee to Manage the Collective Agreement (CMCA).

As well, QUFA has observers on Senate and representatives on Joint Health and Safety Committees.

Finally, we need representatives to QUFA Council from every unit and faculty.

If any of these positions interest you, or you would like more information about the commitment involved or the nominations process, please contact us. If you have colleagues who may be interested, please share this invitation with them.

**Lynne Hanson can be reached at [lh2@queensu.ca](mailto:lh2@queensu.ca).**

## Spread the Word!

QUFA encourages you to print out and post a copy of this issue of *QUFA Voices* in a visible place in your department or unit. Thanks!



GRIEVANCE CORNER

## Queen's-QUFA Conflict Resolution Services

Meaghan Welfare is the new Director of Conflict Engagement at Queen's-QUFA Conflict Resolution Services, and she is here to assist QUFA Members

By Ramneek Pooni  
Grievance Officer, QUFA



At the last round of bargaining, QUFA and Queen's administration agreed that it would be beneficial to everyone if

we could find a conflict resolution service that would provide dispute resolution between Members. After a protracted and thorough tendering process, Queen's-QUFA Conflict Resolution Services (Q-Q CRS) began taking on cases in October 2013. We are happy to welcome Meaghan Welfare as the Director of Conflict Engagement.

Meaghan is the principal provider of Q-Q CRS. She has a degree in criminology and criminal justice, with a minor in law, a graduate certificate in dispute resolution from York University, and a certificate in family mediation from University of Waterloo. Her aim is to increase employee satisfaction and organizational effectiveness by helping to embrace workplace conflict rather than avoid it.

Meaghan's experience and knowledge stems from many years of working in the field of conflict management in the workplace, community, family, and criminal justice system. Since 2003, she has delivered hundreds of workshops and trainings across the country to thousands of people and diverse organizations. She has experience working with many government departments as well as non-profit organizations and public companies.

Queen's-QUFA Conflict Resolution Services is voluntary, confidential, and free. Services offered are mediation, conflict coaching, group processes, and training (more information is available in the brochure on the QUFA Web site).

People can meet with Meaghan to discuss their situation and the process without making a commitment to participate in the process. She is happy to provide information about the services offered and can be contacted via telephone (613.453.5728) or by e-mail (mwelfare@cogeco.ca).

Any Member of QUFA can use this service, and there is no requirement to inform either the Association or Queen's administration. In this regard, it functions like the Employee Assistance Plan. If you want to make use of it, just contact Meaghan directly.

Conflict with colleagues in the workplace can be troubling and time-consuming. Don't hesitate to make use of this service if you want advice or more hands-on help to deal with it.

**Ramneek Pooni can be reached at  
poonir@queensu.ca.**

LETTER TO THE EDITOR

## The Campus Master Plan

Faculty are welcome to contribute to the Campus Master Plan input process



The Editor:

The statement in the last issue of QUFA Voices that "Members who are interested in seeing the Campus Master Plan panel display and open house will have to get up early on a weekend" implies that the Campus Master Plan Advisory Committee is deliberately making it difficult for faculty to make input to the planning process.

Nothing could be further from the truth.

While there was indeed a public display of the draft plan on Saturday 7 December 2013, our committee also held an identical public open-house in the BioSciences Atrium all afternoon Friday 6 December 2013, which was attended by scores of stakeholders. As with our previous events, it was widely promoted by e-mail, an RSS news feed, Web site notices, news features, Twitter, Blog, and Facebook posts. The open house was covered by newspapers

ANNOUNCEMENT

## OCUFA Teaching and Academic Librarianship Awards

### Call for Nominations

Each year, OCUFA recognizes outstanding teachers and academic librarians in Ontario universities through its Teaching and Academic Librarianship Awards.

The recipients are selected by the OCUFA Teaching and Academic Librarianship Awards Committee and approximately 7 awards are presented each year.

The deadline for receipt of nominations is **23 May 2014**. Nomination forms and more information is available at:  
<http://ocufa.on.ca/ocufa-awards/teaching-and-academic-librarianship-awards/>

and CKWS-TV.

There is nothing secret about these master plan panels, which have been on public display since 5 December at: <http://www.queensu.ca/cmp/events/campusandcommunityopenhouse-december>

For the past year, we have broken new ground in campus participation techniques to consult with as wide an audience as possible about the Master Plan. We met with hundreds of people at open houses and scores of stakeholder meetings. We welcome the comments and feedback of faculty, staff, students, alumni, and community members, submitted by your choice of media:

- **Web:** <https://www.queensu.ca/forms/campus-master-plan-feedback>
- **E-mail:** [yh2@queensu.ca](mailto:yh2@queensu.ca)
- **Blog:** <http://qucampusplan.wordpress.com/>
- **Twitter:** @QUcampusplan
- **Facebook:** QUcampusplan

Your participation has helped draft a better plan for the future of the Queen's campus. The latest round of comments are being incorporated in the final plan, which is expected in March.

**Dave Gordon**  
Campus Master Plan Advisory  
Committee

## ANNOUNCEMENT

### Adjunct Scholarly Research Fund

Adjuncts may apply for funding from the Fund for Scholarly Research, Creative Work, and Professional Development



The deadline this term for applications to the Fund for Scholarly Research, Creative Work, and Professional

Development (Adjuncts) is 3 February 2014. You are eligible to apply if you have an Adjunct appointment at Queen's during this term, and the Committee encourages you to do so.

Please use the current application form, as it is updated from time to time. It is your responsibility to ensure your application is complete; incomplete applications will not be considered. Please also pay attention to whether a stipend or research grant is the most sensible way for you request funding, as the Committee will not second-guess or change your choice. Late applications are generally not accepted.

You will find a link to the instructions and application form at: <http://www.queensu.ca/provost/faculty/facultyrelations/qufa/support/adjunctfund.html>

## ANNOUNCEMENT

### Faculty Can Join the Grad Club!

Faculty Members can join the Queen's University Grad Club and become eligible for a number of membership perks



Did you know that Grad Club membership is open to anyone, including faculty members?

Membership is \$25, which gets you:

- A 10% discount on all food items and non-alcoholic drinks;
- Discounts on tickets for some special events (excluding concerts);
- The opportunity to book club rooms for meetings or special events free of charge;
- Expenses for events can be delivered in an invoice for members free of charge.

The Grad Club has daily lunch specials and an excellent beer selection.

If you are interested in becoming a member, please apply in person at the Grad Club, on the corner of Barrie and Union Streets.

If you have any questions, you may contact us at [gradclub@queensu.ca](mailto:gradclub@queensu.ca).

## QUFA VOICES ■ JANUARY 2014 ■ VOLUME 9, NUMBER 4, ISSUE 45

*QUFA Voices* is published by the Queen's University Faculty Association (QUFA), 9 St Lawrence Avenue, Kingston, Ontario, K7L 3N6, Canada ([qufa@queensu.ca](mailto:qufa@queensu.ca)). It is distributed electronically to all QUFA Members via the QUFA-NEWSLETTER-L listserv. Past issues are archived on the QUFA Web site at <http://www.qufa.ca/publications/>.

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## NUMBER GAMES

# Workload Survey Results

Here are the numerical results from QUFA's 2013 Workload Survey, in which 328 faculty members participated

In a bit of a diversion from looking at University numbers, this month I will summarize the responses to QUFA's 2013 Workload Survey. I want to thank the 328 faculty members who started the survey. That was a very heartening response rate from 877 members. Out of that number, 289 were eligible to continue the survey because they had been employed at Queen's as a faculty member five years ago.

The proportional response rate by gender and faculty was surprisingly close to being representative of the population proportions. The response by appointment type was also fairly representative. For example, tenured faculty make up about 73% of QUFA's non-Term membership, and 77.5% of the respondents to the survey indicated they were tenured.

The questions in the survey related to the three components of workload: teaching, research, and service. All questions asked faculty to make a comparison between the amount of time they spent on duties five years ago and the time spent currently. Here are the results:

<b>TEACHING</b>	<b>Greater</b>	<b>Less</b>	<b>Same</b>	<b>n=</b>
Course load	28.8%	8.8%	62.4%	274
Course preparation time	56.2%	5.1%	38.7%	274
Classroom/lab/practicum	27.7%	5.5%	66.8%	274
Undergraduate contact time outside of the classroom	49.4%	5.2%	45.4%	271
Graduate supervision	49.0%	6.5%	44.5%	263
Marking	46.7%	6.6%	46.7%	274
Course-related administration	66.3%	3.3%	30.4%	273
Accommodation of students' special needs	64.5%	2.3%	33.6%	259
<b>RESEARCH</b>	<b>Greater</b>	<b>Less</b>	<b>Same</b>	<b>n=</b>
Time spent on grant applications	39.7%	12.6%	47.7%	239
Doing research	28.5%	32.6%	38.9%	239
Research-related administrative tasks	66.5%	5.0%	28.5%	239
Reporting back to granting bodies	38.2%	2.1%	59.7%	238
Disseminating research	38.7%	13.4%	47.9%	238
<b>SERVICE</b>	<b>Greater</b>	<b>Less</b>	<b>Same</b>	<b>n=</b>
Time spent on personnel-related committees	38.2%	10.8%	51.0%	251
Unit/Faculty/University level committees	47.4%	9.6%	43.0%	251
Service to discipline/profession	51.6%	6.7%	41.7%	252
Any other service duties in appointment (including Headship)	40.8%	8.0%	51.2%	250
Unassigned, unremunerated service duties	56.3%	2.4%	41.3%	254

One hundred and eleven people also wrote comments that I am working my way through, as is the President.

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