



YUSAPUY

Annual Reports 2021

York University Staff Association/ Association du personnel de l'Université York
190 Albany Road, 2nd Floor
4700 Keele Street
Toronto, ON M3J 1P3

p : 416-736-5109
f: 416-736-5519
yusapuy@yorku.ca
w www.yusapuy.ca

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President's Report – Fall 2021

COVID-19

As the situation with COVID-19 continues to develop we have faced new and varied challenges. At the outset of the pandemic we faced issues related to the rapid transition to most members working entirely remotely for the first time ever. As the university has initiated a return to on-campus operations we now face challenges with accommodation requests, health and safety, the vaccine mandate, and remote work.

We have filed grievances in regard to the YU-Screen system as well as the working from home policy. While we strongly support members being given options to work remotely, we are concerned that some of the provisions of the remote work policy impose overly onerous provisions (such as the requirement to have special insurance) and we are also concerned that the policy is being applied inconsistently across different faculties and divisions. We want a policy that is fair and treats members equitably. We also don't feel that members should be required to do a multi-step screening process on unpaid time. This is work and members deserve to be compensated for work done.

We've assisted many members with accommodation requests both medical in nature and for family status reasons.

In regard to the vaccine mandate we are aware that some members are strongly in favour of the mandate and only want to work alongside other individuals who've been vaccinated, and we also have other members who strongly oppose the vaccine mandate and do not feel that they should be required to be vaccinated. There are no easy answers in situations like this, and it's been made none the easier by a lack of clarity from the university as to what actions they will take in regard to staff who are not vaccinated. As a union we have a legal duty to fairly represent all our members and we have been monitoring this situation very closely and we continue to take balanced approach that represents the interests of all our members. Currently the university is allowing frequent rapid testing for members who are not fully vaccinated, but it remains unclear if that will continue after Oct 19th.

It's also uncertain what will happen with remote working arrangements in the winter. The university has indicated that there will be a full return to on-campus academic activities for the winter semester. Many members would like to continue some form of remote work in the future and this is something we must be prepared to stand together to push for.

In the past months we have advocated for the university to allow members in certain faculties to have access to university provided laptops throughout the fall semester and also for more working from home days to be allowed to members and we were pleased to see positive developments from the university on both of these issues.

All of this has created an incredible workload in the union office, as we are facing all of this on top of all the normal work that we have to do but we've been gratified that we've been able to successfully advocate for members both individually and as a whole.

Bargaining

We are beginning to bargain with the employer for our Unit 1 contract and like the other unions on campus, it's taken us longer than usual to begin the bargaining process due to issues related to COVID-19, but we have already had our first preliminary meeting with the employer and members can expect to receive regular updates as to the status of our negotiations as we move forward.

In previous years YUSA and the employer had signed an agreement at the outset of bargaining that we would not disclose any substantive details on the bargaining process unless we reached an impasse. This greatly restricted what we could tell members during the bargaining process, which in recent years has taken months and months. This year we will not be signing such an agreement so we will be able to communicate more with the membership as to the status of negotiations.

This year we have also asked for much more fulsome disclosure of information from the employer than we have asked for in previous years and while it has taken the employer a long period of time to respond to our requests, this information is helping us formulate proposals that are beneficial for the membership.

This year we are also collaborating more with the other unions on campus than we have in the past, and this has helped us strategize on proposals and processes for bargaining.

Even though we are limited to a 1% pay increase by the legislation this presents us with an opportunity to deal with non-monetary issues such as working from home, ensuring fairness in job competitions, etc. which are still very important to the membership, and we are confident we will be able to make meaningful improvements in our contract even with the current legislated restrictions on salary.

Grievance Committee

We've continued to involve stewards on the grievance committee more actively in the grievance process and committee members are now attending grievance Step 2 meetings as well as relevant mediations and arbitrations. We plan to continue to develop the capacity of our stewards through increased training and opportunities to represent members.

Arbitration Update

Last year I informed the membership that YUSA had been successful at arbitration where the union had discovered that a manager had classified a number of workers as "summer students" when they in fact were not. This resulted in these workers improperly being denied union membership in YUSA. As I reported last year, we filed a grievance and the arbitrator issued a consent award that found the employer had engaged in multiple breaches of the collective agreement. As an update to this situation, I can report that subsequent to the award being issued, the manager who was directly involved no longer works at York University.

In Solidarity,

Sonny Day
President – York University Staff Association

1st VP October Report

As the long hot days of summer are quickly being replaced with the shorter colder days of fall, I am sad to think we are still living in a pandemic. When COVID started last March, we all assumed it would only be for a couple of weeks. Now, 20 months later, we must wonder will this ever end. As we slowly begin to return to campus and deal with the new normal, we are working hard to ensure the work is getting done. This also holds true in the union office as well.

Here is some of what I have been working on in my role as 1st VP.

Job Evaluation

The joint job evaluation committee meetings are still happening over zoom. While this is a great option during the pandemic, to keep the process moving, it does pose some real issues that weren't present in the face-to-face meetings, when they were held on campus. It is not possible to control what the committee members, mostly the Compensation analysts, are doing during the meetings, like texting and calling other analysts to get answers. In face-to-face meetings, when there was an issue that needed to be resolved, the appropriate individuals would be contacted, and the entire committee would be given the same information all at the same time. Recently, some of our raters have been told by their managers, they must work on campus on rating days. We explained to the managers that ratings are not done in departments because of confidentiality. After many back and forth emails, the managers finally agreed that the raters could continue to work from home on rating days, so long as these rating meetings are being conducted over zoom. We are planning to include a bargaining proposal in Article 14 around this issue.

Appeals

As announced in my May report, we held an appeal rating day on June 14, 2021, and four appeals were rated and finalized. Currently, there are 13 appeals in the queue that need to be heard by an appeal rating committee. There is one appeal rationale written and one that is currently being completed. I intend to have two additional rationales complete and ready to be heard before the end of November so we can hold one more appeal rating date prior to the Holiday break.

Job Evaluation Drop-in Sessions

I am happy to report that the job evaluation drop-in information sessions have continued over zoom, on a monthly basis, during the pandemic and they are being well attended. Many individuals are curious about how the process works and want to know what they need to do to start a significant change for their position. As well, many members are calling and emailing me with their questions. Job evaluation is a complex process, and it is important that YusApuY members have as much information as possible to move through all the steps involved in completing a significant change. These drop-ins were created to ensure the membership feels supported throughout the process from start to finish.

Bargaining

We are currently in bargaining, and we have put a great deal of time and energy into our proposals. This round of bargaining appears to be a different experience than in past sessions. We had our first across the table meeting with the employer on September 24th, to go over the standard protocols and expectations. For the first time, since I've been on bargaining (2003), we did not sign a confidentiality agreement. This means we can communicate more freely with our membership about what is happening in bargaining. The Ford government and Bill 124 have imposed a 1% total increase to wages and benefits which is going to make it a challenge to get any real increases to monetary items. The bargaining committee will keep you posted as the process moves forward.

Unit 2 Sore Thumbing

We have held three sore thumbing sessions, over this past year, with the Compensation folks, the YusApuY full-time officers and Olivia Batt, a job evaluation consultant. This process is done to ensure that Unit 2 positions are being rated fairly. It is the employer who initially rates the Unit 2 jobs so they can be posted. Sore thumbing is a checks and balances type process to ensure jobs are rated accurately and the incumbents are paid at the correct band, according to the Unit 2 Job Evaluation Plan. This plan was created jointly between the Employer and YusApuY. We have noticed there are less discrepancies in the ratings since we have resumed the sore thumbing process. Another advantage of doing this work is that it gives us a good idea of where the same temporary Unit 2 positions are being posted repeatedly instead of being posted as a permanent full-time Unit 1 job.

Exclusions Sub-Committee

The Exclusions Sub-Committee is meeting regularly to review CPM job postings to determine if the work outlined in the position descriptions is YusApuY Unit 1 work. If the work does not

appear to have any confidential, professional or managerial duties (CPM), then it should be Unit 1 work. Over the past three years we have filed 83 exclusion grievances. This is an important process because the Employer is eroding our higher paid Unit 1 jobs by creating more and more CPM positions. The next step in the process is to arbitrate the grievances and we are booking arbitration dates in 2022 to get this started.

PATAC

The Parking and Transportation Advisory Committee held meetings on June 10th and September 30th. The June 10th meeting was held to discuss the return to paid parking which happened on September 1st. Originally, there were no scheduled meetings to take place over the summer, however YusApuy expressed concerns about this to Anthony Barbisan and requested a meeting be scheduled to discuss the return to paid parking in the fall. All employee groups including the student groups on campus expressed concerns about return to paid parking. At that meeting, parking services explained the roll out of a hybrid parking option that individuals working 1 or 2 days per week could purchase. This multipack parking pass is available for purchase through the Honk Application. While this is a great option for people not coming onto campus regularly, it does not help individuals who are on campus three days per week and must pay the full fees. The union groups expressed their concerns around this but no changes were offered.

At the September 30th meeting it was announced that electric vehicle chargers had been installed in all the parking garages at Keele. Chargers are also being installed in the outdoor lots at Keele and Glendon, with a completion date of November 25, 2021. Currently, the parking garages are having maintenance updates – Arboretum is expected to be completed by Thanksgiving weekend, and they will move to the rest of the garages from there. The total cost for this work is between two and three million dollars. The Glendon and Keele shuttle bus resumed operations as of September 13th. Capacity limits have been reduced to 10 people during the pandemic and you must reserve a seat prior to taking the shuttle. VanGo has also resumed their operations and the village shuttle will restart in January 2022.

Cross Campus Alliance

On July 28th, I attended a meeting with the cross-campus alliance, which is a group of individuals representing the different unions on campus. Some of the major issues discussed were around accommodation requests. The understaffing of the Health, Safety and Employee Wellbeing Office makes wait times for accommodation requests unreasonably long. When individuals ask for an accommodation, they are asked for more and more information which is very frustrating and, in the end, many of the accommodations are being denied. Another concern raised was around the return to campus and the lack of ventilation in many of the

buildings. There was an audit done but no one has been given the results to know if the air exchanges in each of the rooms are adequate.

Most of the employee groups on campus are bargaining this year. The CCA discussed working together on some proposals that would benefit each group. An example of this is to strategize working from home language for our members.

Thank you for allowing me the opportunity to work with you in the capacity of 1st Vice President. Take care and be well!!

In Solidarity,

Wanda Hollingshead
1st Vice President

2nd VP Update to the Membership

Dear members of YusApuY,

I can't believe it's October once again! As the season has turned, I've put away my gardening gloves and hauled out my fall and winter sweaters. In all the fall chaos, at least I'm cozy. It's been another incredibly busy year in the union office, virtual and otherwise, especially as we all navigate the back-to-campus protocols. As with all my reports, I want to take this opportunity to let you know about some of the initiatives and work underway as your 2nd VP. It seems like the longer I'm in the union office, the busier I become! In addition to answering your inquiries by email and over the phone or zoom, attending meetings with you and with the union's committees, representing you at mediations and arbitrations or other meetings to resolve your disputes, and liaising with the Employer on behalf of all members of our union, I've also been busy trying to make progress on some other important work. Here are some of the highlights of what I've been doing on your behalf:

External relationships

As you may already know from my previous reports, one of the core functions of the 2nd VP is to be a liaison between YusApuY and external organizations with whom we have relationships. I've been building on our established relationships with the Confederation of Canadian Unions (CCU), the Coalition of Post-secondary Workers of Ontario (CPWO), and the Toronto and York Region Labour Council (Labour Council).

I'm a delegate to the CCU Executive Board on your behalf, and the CCU has continued to meet virtually through 2021. I prepare a report after each meeting, so hopefully you've had an opportunity to review the previous updates from this year already. Every two years, the October meeting of the CCU is its Convention. This is a Convention year, so there will be a gathering in Victoria, BC in mid-October. The event is officially an in-person event, though I will participate as best I can virtually. Unfortunately, I'm unable to attend in person this year, though YusApuY is sending a small delegation in person (typically it would be around 9 delegates), comprised of members of the Executive Board and stewards. The Convention provides the opportunity to set the direction of the CCU for the next two years and includes a review of the CCU Constitution as well as their policies. I've been working with YusApuY's delegates to draft YusApuY's recommended resolutions for consideration by the CCU Resolutions Committee. I'll report back to the membership following the Convention, so stay tuned for more updates! For highlights of the work CCU has undertaken over the last few months, check out the [CCU website](#) and the latest newsletter/magazine, [CCU Connections](#).

CPWO has not convened an official meeting in 2021. Discussions with members of the CPWO have mostly been informal conversations to share details about what's been happening on our various campuses with respect to COVID-19 and the response(s) of the universities across the province. We've also been in touch with CPWO members in support of our bargaining preparations.

I've been one of the 7 delegates who participates in monthly meetings of the Labour Council. Our affiliation with them has allowed us to connect with other unions to advocate locally and provincially for conditions and policies that benefit all working people, just as YusApuY bargains the wages, benefits and working conditions in our workplace. As I shared earlier this year in my [May Report](#), we've worked with the Labour Council to host and participate in events in support of Paid Sick Days For All – an issue that has really come to the fore in the ongoing pandemic.

I know I mentioned it in May, but this year marks the 150th anniversary of the Labour Council and they've developed a website with all kinds of resources related to labour's history in Toronto and York Region. As we move into the kind of weather that makes you want to curl up on your couch, I want to share one resource in particular that you might want to peruse over the coming weeks: a list of labour friendly movies (see: <https://labour150.ca/resources/union-movies-to-the-2000s/>).

Job posting reviews – finally an update!

As reported in 2020, I've been monitoring job posting details since coming into the union office in 2019, and we've filed several policy grievances related to job postings issues over the last few years (these in addition to members' individual grievances related to job postings). Some of the grievances are still waiting to be resolved in mediation or arbitration, but I want to update you regarding a consent award that was issued earlier this year as a result of the monitoring. An arbitrator found that there were several violations of our collective agreement related to Article 12 (job postings), including failure to provide: notices about external hires, notices about cancelled searches, status updates and the reasons for delays in filling job postings. The arbitrator ordered that the University comply with our collective agreement. Why does this matter? Because our ability to ensure fair and reasonable hiring practices requires that we receive timely notices about job postings. It's one important piece in the puzzle.

Website renewal

The website renewal project has been making slow progress with so many day-to-day member issues that require attention. Here's what I've been doing so far on behalf of the Executive Board and the membership: I've been reviewing content on the existing site to see what needs to be included in the new iteration. I've been reviewing content shared via the list-serv over the last few years to see what can and should be added to the website, and the best way of including that content online. I think it's important that we develop as many visual elements as we can, including flow charts, infographics, etc. to break down some of the information within our collective agreement and make it more accessible and easier to understand. I've been discussing with our web developer the need to design a new layout and structure so that more information will be available on website pages instead of in archived news stories. I had hoped to make more progress on this initiative so that we could unveil a sneak peek at the AGM, but this will likely come later in the year.

Committee work

As I reported on earlier in the year, I've been assisting the Constitution and Policy (C&P) Committee again this year as well as the Nominations Committee and the Communications Committee; acting as a resource to help facilitate their work. They'll all be individually reporting on their work over the course of the year, so I just want to take this opportunity to thank all the committee members for their hard work and dedication to serving the membership! Most of the committee meetings and committee work is done over lunch hours, in the evening or on weekends.

While 'only' an ex officio member of the Committee, I've been participating in most of the meetings of the Bargaining Committee to share my insights as we prepare for and get underway with bargaining. This has been incredibly time consuming, especially since my last report in May.

Earlier in the year, the Executive Board struck a working group comprised of a small number of Board members to develop orientation / onboarding materials for new Board members. I've been shepherding the working group. So far, we've taken stock of our existing resources, started documenting what kind of resources we need to develop, and have been collecting as many resources as we can from other unions to assist us in developing a more robust set of orientation materials for the future to ensure that the Board functions effectively and efficiently, and that all Board members can participate fully from a place of understanding. This initiative has long been discussed at the Board as the learning curve for new Board members is quite steep and we're making progress (albeit slow), which is great news! I suspect that to get a comprehensive orientation developed, this work will need to continue beyond 2021 and I hope that the 2022 Executive Board will prioritize the development of these resources. In my view, YusApuY has many oral traditions that would benefit from being written down to ensure smooth transitions.

Training and development

I haven't partaken in additional formal leadership training since my report in May, though I participated in the 6-part [Organizing 4 Power: Workers Rising Everywhere](#) union organizing training facilitated by the Rosa Luxembourg Foundation earlier this year and I'm really excited about the opportunities for YusApuY to engage more – and differently – with our membership using some of the tools and strategies from the training.

I want to close my report, as I have in the past, by thanking you for entrusting me with taking on this important work on your behalf. I'm passionate about working for you, and even though some of the conversations and circumstances are difficult, it's my sincere pleasure to work with you and for you. I also want to invite you to join me in thanking the staff in the union office for all their contributions to ensuring the union continues to function smoothly and serves the membership well. I hope you stay safe and well as we enter the final months of another challenging year. Please take care of yourself, each other, and especially your loved ones.

In solidarity,

Breanne Whitwell
2nd VP

Membership Officer Report

2021 certainly did not disappoint with further modifications for us all. This September, like no other, was faced with us readjusting again with our work environment and processes. After 18 months of operating remotely, most of us had to switch gears once more to return on campus and for many of us that entailed its own degree of challenges. Although most of us may have settled into this *new normal*, others have required additional time and provisions. And for that reason, being a YUSAPUY member has served us well in moments when we need those added supports. September would have normally been received with heightened anticipation of the new school year, but this has been unlike any September. Nonetheless, as a community we have managed to adapt while we continue to recognize the importance of sustaining our union.

It has been a pleasure to serve as your Membership Officer this year. I have met with approximately 158 new YUSAPUY Unit 1 members since I began in January 2021. This has continued monthly during a welcome orientation (via Zoom), hosted by York University's Human Resources Department. During these sessions, I get to familiarize the members with the history of our union and provide an overview of the collective agreement. These sessions provide a comfortable space to answer any questions, obtain additional resources and assist in their overall transition into their new roles. As a bonus, separate from my involvement in the Executive Board meetings, this summer I've had the opportunity to contribute in a YUSAPUY 101 question and answer session, initiated and lead by our Equity Committee. This was also a gratifying experience as Membership Officer to share and foster membership engagement. I want to express my gratitude for the role I've been given as Membership Officer, and I hope I made a difference during the year to those who have joined YUSAPUY. May we always remember the shared goals we have as a union, uphold our wins, and strive to advance the strength and well-being of our membership.

In Solidarity,

Elizabeth Gibson
Membership Officer

Treasurer Report

Dear YusApuY Members,

The past ten months have been a great learning experience. I have had the opportunity to learn about the operations of YusApuY and to meet our members.

For the 2021 year, I continue to monitor the transactions to ensure that the amounts are allocated to the proper accounts. I present the YusApuY budget to our Executive Board monthly. At these meetings, I try to inform our Executive Board members that the numbers on the actual monthly statements represent more than just figures or numbers. The finances are the heart of the organization. Our full-time officers, Executive Board members, and membership can learn more about our union and members from these numbers.

These numbers are representative of our members. An example, LTD. Since starting in the position, this number has slowly risen. While we may be concerned about an increase in expense, we also need to be concerned about the well-being of our members.

Another example is legal. These expenses continue to rise partly due to an increased number of grievances as well as issues related to COVID-19. We must remember what these expenses represent. The majority of our legal costs go towards dealing with grievances. These are trials that our members are experiencing resulting from the employer's actions or failure of action that result in a grievance. While we are always looking for opportunities to reduce legal fees, this will always comprise a large portion of our budget as we use our lawyers to ensure compliance with the collective agreement.

I want to report that the suggested edits to the Hardship Fund Policy, including edits provided by former Treasurers over the years, were submitted and approved by our Executive Board in August 2021. To all our past Treasurers – Congratulations, WE did it!

As we approach the end of the year, the Treasurers Transition Plan will be updated to reflect the relevant information needed to ensure a smooth transition to the year ahead.

The COVID-19 pandemic continues to create frustration and challenges related to getting the work done. We continue to work in a remote world. However, it is essential to maintain hardcopies as it relates to finance. Processes are currently being assessed and streamlined to address the remote working concerns regarding the finances and oversight of invoices. I recognize the time it has taken to make a simple bank deposit. We can now make timely deposits as the bank is open for service.

I want to thank our YusApuY staff for accommodating requests to gain access to the office.

As I close out this report, the greatest thing I've learned: our membership is the very foundation of YusApuY. Without our membership, there would be no YusApuY.

If you have any questions or comments, please do not hesitate to contact me via email (treasurer@yusapuy.ca)

May you all stay safe and healthy.

In Solidarity,

Carolin Potter

2021 YusApuY Treasurer

Glendon Officer Report

No Report

Bargaining Committee Report

Included in President's report

Communications Committee Report: Friday, October 8, 2021

Hello Everyone!

We hope that you and your families are keeping well and safe. What a challenging year that this has been for all of us. Many thanks for your commitment to your work and to YUSA during such times.

We have had some changes to the committee this year, and we are currently made up of the following people:

- Nikolaos Markakis (Chair Communications Committee);
- Rosa Berdejo-Williams (Vice-Chair Communications Committee); and
- Joy Raymond (Member Communications Committee)

With that I would like to take this time to thank and honour Emma Posca who was our chair until recently. Due to personal and professional situations Emma has decided to step away from the Committee and her Union activity. As sad as we are to see her go, we are excited for what the future brings in store for her. Emma thank you for all your hard work and dedication not only to the Communications Committee, but also to YusApuY and our membership.

To our members, I hope that you had the time to read over our latest Communications newsletter and enjoyed the content. For those that may have not had the opportunity to read over the newsletter, please feel free to look at the following link: <https://sway.office.com/YjGdMaGI2o4dgYpP?ref=Link>.

For a quick overview of this newsletter, you will find the following articles:

- **Introductions from Communications Committee Members:** a brief intro and insight to who we are and where we come from on campus.
- **YUSA & COVID-19:** a list containing relevant Covid Links for the membership.
- **Bursary Winners 2020-21:** A congratulations to our December 2020 YUSA awarded bursary winners.
- **Did you know?:** an article written by our 2nd VP Breanne Whitwell on the Pension & Benefits Office informational seminars.
- **YUSA Equity & Diversity:** an article prepared by our Equity committee introducing themselves to our memberships with insights on their initiatives they will bring to YusApuY.
- **Decent & Stable Work Campaign:** Prepared by Paula Gowdie Rose, Chair of the Decent and Stable Work Task Force. This article outlines why we had this campaign, the objectives and what is 'Decent and Stable Work'.
- **Membership Survey 2021:** an article outlining the Survey and its purposes with updates to the membership.
- **Featured Story about Retirement:** an insight into Bridgitte Zwarych's time on campus as one of our longest standing members who recently retired.

As we near the end of our term, I would like to take this time to thank the entire Communication Committee for all their hard work and dedication. It has been such a pleasure to work alongside such an amazing team of dedicated members.

If you have any ideas for our Communications Committee Newsletter, please feel free to reach out to us at the information below.

Cheers,

- Nikolaos Markakis (Chair Communications Committee)- (mark896@yorku.ca)
- Rosa Berdejo-Williams (Vice-Chair Communications Committee – (berdejow@yorku.ca))

Constitution & Policy Committee Report, 2021

Dear YUSAPUY Members,

As our term approaches its end, the C&P continues to meet regularly and work on finalizing policies and identifying priorities to complete before year end. Since our last report, we were able to update and finalize the following policies, which were approved by the Executive Board:

- 1) Reimbursement of Non-Travel Expenses Policy
- 2) Full-Time Officer Entitlements changes
- 3) Hardship Fund Policy

We recognize the importance of having clear policies in order to guide union business and are actively identifying the next priorities with you – our members – in mind. Special shout out and appreciation to Breanne for her guidance and leadership and setting us on the right path.

In Solidarity,

Min-A Yoon, Chair
Suran Fernando, Vice-Chair
Kim McIntyre, C&P Committee Member

YUSAPUY Grievance Committee Report

October 2021

Thanks to YUSAPUY members for taking time to read this report. It's important for YUSA members to know that the grievance process helps protect employees against arbitrary decisions of management regarding discipline, job closures, promotions, etc. The grievance process provides labour unions with a formal process for enforcing the provisions of their contracts.

YUSA typically files upwards of 100 grievances per year. These include individual grievances concerning issues that individual members have in the workplace; and policy grievances filed regarding general practices of the employer that the union believes to be contrary to the collective agreement.

The most common type of grievance is a job posting grievance which is filed on behalf of YUSA members who have applied for jobs in the bargaining unit but were not successful in getting the position.

At York University, the grievance process begins with YUSA filing a grievance and then a Step 2 meeting is held. If the employer denies the grievance, it goes to the Grievance Committee for further review at our bi-weekly meeting. We then determine how to proceed. In most instances, the committee votes to refer grievances to mediation and/or arbitration.

In addition to attending our committee meetings every two weeks, individual members of the Grievance Committee attend Step 2 meetings to observe, make notes, and gain information about the files. This is a significant benefit when determining how to proceed with each grievance. We also attend mediation and arbitration hearings when we're available to do so.

Grievance Type	Number to date in 2021
Job closure	9
Policy	1
Job posting	10
Failure to accommodate	4
Toxic environment	1
Priority placement	2
Vacation	1
AMP termination/failure to accommodate	1
Termination	2
Failure to compensate	1

Failure to provide advisory notice pay	1
Failure to priority place	1
Discipline	1
Failure to bump	1
Failure to reinstate to home position	1
Denial of benefits	1

In Solidarity,

The 2021 Grievance committee.

Elsbeth Staniland (Chair); Kimberly Wilson (CoVice-Chair); Sandra Bell; Zanita Shamselarijani; Annemarie Khan (Alternate); Joy Raymond (Alternate)

YUSAPUY Health and Safety Committee

Paula Gowdie Rose, Chair (x55074, pgowdie@yorku.ca)
 Zanita Shamselarijani, Vice-Chair (x77520, zanitas@yorku.ca)
 Members of the YUSAPUY Executive Board

The YUSAPUY Health and Safety Committee is a Standing Committee of YUSAPUY, entrenched in YUSAPUY's Constitution. Our mandate is to work with, advocate for, and support our Members on issues relating to occupational health and safety.

Welcome YUSAPUY!

Over the past two (2) years due to the covid-19 pandemic, we have seen, experienced and have been exposed to a lot of change and uncertainty, circumstances we may not have previously experienced, circumstances that amplify inequities, circumstances that challenge our civil liberties. We acknowledge that questions are **plenty** right now, and it seems, there are less clear answers to many of the questions. Additionally, the University is now in a transitional phase of re-orienting community members to the campus. Messaging in the media and at work seem to change on a daily basis, with requirements that are unclear and only serve to cause confusion. This has resulted in global unrest and increased mental health concerns, and in many ways, forces us to contemplate and evaluate our views of society, governance and the law, and how we live, work and relate to each other.

The Members of YOUR Health and Safety Committee, are here to assist in the ways we are equipped to help. Since 2020, workplace concerns have been hyper focussed on COVID19, however other workplace issues still exist and persist. We also know that occupational health and safety issues sometimes intersect with other workplace issues. We will respond to your occupational health and safety concerns, and where necessary, will consult with other [Union Officials](#), including [Stewards](#), or the [YUSAPUY Executive Board](#), which includes the Full-Time Officers (President, First Vice President, Second Vice President). I encourage you to seek out your YUSAPUY Reps as needed.

We also encourage all of us to practice [compassion](#) in our relations with each other. Despite how we may feel about certain situations, we need people around us - we were not made to live without community. We **can** practice [compassionate](#) relations while maintaining public health guidelines.



➤ Your Health and Safety Committee

As a reminder, your [Health and Safety Committee \(HSC\) Members](#) are assigned to York [Joint Health and Safety Committee \(JHSCs\)](#) as either a JHSC Worker Member or an associated Worker Member Alternate. JHSCs have been reorganized by York according to hazard similarities and location (referred to as "location").

For occupational health and safety questions, please reach out to the rep(s) of the JHSC that relates to your location, Zanita Shamselarijani, HSC Vice Chair (zanitas@yorku.ca), or Paula Gowdie Rose, HSC Chair (pgowdie@yorku.ca).

➤ **How Can Health and Safety Committee Members Help?**

On behalf of YUSAPUY Members, we will...

- Advocate
- Influence change to workplace policy, processes, procedures and practices
- Educate and inform
- Conduct inspections of the workplace
- Investigate incidents in the workplace
- Participate in health and safety training

We will listen to your concerns and respond. If we do not know the answer(s), we will seek out the appropriate resources and get back to you.

➤ **How Can You Help?**

1. **Be Patient - With Yourself and Others.** There will be questions. Reach out to your [Health and Safety colleagues](#) and we will do our best to provide you with accurate and timely guidance.
2. **Keep Up-to-date with information and Requirements.** Specific to COVID19, many communiques have been issued by York regarding various requirements, and there may be many others over the coming weeks and months. Carefully review the details outlined in these communications to ensure that you have the most up-to-date information. Given the pandemic and ongoing related conditions, information and requirements will be evolving.
 - Refer to York's [Better Together](#) website for work related information.
 - Regarding information about COVID19 and related concerns, refer to credible sources, such as:
 - [OHCOW \(Occupational Health Clinics for Ontario Workers\)](#):
 - [COVID-19 Resources](#)
 - [Ventilation](#)
 - [Canadian Centre for Occupational Health and Safety \(CCOSH\)](#): [COVID-19 Health and Safety Resources](#), and
 - [Workers Health and Safety Centre \(WHSC\)](#): [COVID-19 Resources](#).
3. **Report hazards in the workplace to your management supervisor.** You are also able to engage your [JHSC rep\(s\)](#) for assistance.
4. **Know your Collective Agreement.** Articles in your collective agreement that relate to occupational health and safety include:

Unit 1:

- Article 18
- Appendix C
- Letter of Understanding – New Health and Safety Committee Structure

Unit 2:

- Article 16

➤ **Ready to Participate?**

To find out more about involvement, please contact Paula Gowdie Rose, Chair (pgowdie@yorku.ca) and Zanita Shamselarijani, Vice Chair (zanitas@yorku.ca).

Seeking Medical Accommodation in the Workplace

Workplace accommodation can be sought for medical concerns, whether disabilities occurred as a result of the workplace or outside the workplace and whether working on-campus or working remotely. Accommodation is a protected ground under the [Ontario Human Rights Code](#). Under the Code, employers are to accommodate unto undue hardship.

In order to be accommodated, York is legally entitled to three (3) pieces of information:

1. the nature of your medical condition(s),
2. any limitations and restrictions that you may have as a result of your disability or disabilities, and
3. prognosis or duration limitations and restrictions are required.

Nature: This is not the diagnosis but a general description of the type of medical condition. An example, you broke your left foot. Your healthcare provider can indicate this as "an injury to your left foot", which would be ok. If your healthcare provider was to provide medical reference, such as "broke the fifth metatarsal bone in the left foot, etc." - this is diagnostic. Another example, for someone who has been diagnosed with Asthma, the nature of this condition could be referred to as a respiratory condition.

Restrictions and limitations: Restrictions and limitations can relate to work hours, the work environment, specific job tasks, the workspace, including furniture and layout of furniture, how you work, if you require any assistive devices or other aids, movements that you can or cannot do and any time limit for each of these movements, tasks that you can or cannot do, and for how long, if applicable. ***Limitations and restrictions are specific to the individual.***

Limitations and restrictions must be written in an objective manner. In other words, there should not be anything that implies that what is being required are mere suggestions. For example, there should not be anything that starts with a "I think it would be helpful....." or "I believe [insert your name] will benefit from". Just plainly and simply state the restrictions and limitation(s).

Prognosis or duration: This refers to the duration of your limitations and restrictions. Everyone heals differently. Healthcare providers will reassess your condition for updates and will use these reassessment timelines to indicate the duration of your limitations and restrictions. However, if your healthcare provider has deemed that your limitations and restrictions are PERMANENT, i.e., no treatment will improve your health condition, then your healthcare provider will include this in the documentation.

In the workplace, **medical documentation is to be provided** to the department of **Employee Well Being (EWB)**, Health, Safety and Employee Well Being at York – not your manager. The EWB unit was specifically created to satisfy compliance under the [Personal Health Information Protection Act \(PHIPA\)](#), and as such, is responsible for safeguarding your medical information per PHIPA.

➤ **How to Request Workplace Accommodation**

You are able to request workplace accommodation one of two ways:

1. Have your healthcare provider complete the [Medical Absence Accommodation Certificate \(MAAC\)](#) and submit to EWB at ewb@yorku.ca or fax: 416-736-5439, or
2. Have your healthcare provider prepare a letter on their letterhead and include all the required information as described in this document. The letterhead must have the name, location and contact detail and license/professional status of the healthcare provider.

Please ensure that you are working with a YUSAPUY Rep who can support you through this process. It is possible that EWB will contact you and require additional information. Do not panic! Consult with your YUSAPUY Rep. If you are unsure of who to contact, you may reach out to your [Union Stewards](#), Paula Gowdie Rose (pgowdie@yorku.ca), the [Full-Time Officers](#) or the YUSAPUY Office (yusapuy@yusapuy.ca) for guidance through the process.

Some information about Workplace Accommodation can be found on the [Health, Safety, and Employee Well Being](#) website on YULink.

Wellness Tips

Maintain Safe and Healthy Practices:

- Eat healthy, balanced meals.
- Exercise.
- Take time for yourself.
- Take care of your mental health.
- Feed your spirituality.
- Take your breaks and lunches when at work.
- Know when to disengage – from the news, from your devices.
- Maintain healthy relationships.

Some resources:

- Employee and Family Assistance Program (EFAP): [Morneau Shepell](#), Tel: 1-844-880-9137
 - [York University Psychology Clinic](#): (Clinic is separate from the Psychology Department; services may be eligible for coverage under extended health benefits. For more information: Dr. Louise Hartley, Clinic Director, 416-650-8488, lhartley@yorku.ca)
 - [Employee Well Being](#) (Health, Safety, Employee Well Being (HSEWB))
 - [Anxiety Canada](#)
 - [Canada Life: Workplace Strategies for Mental Health](#)
 - [Canadian Mental Health Commission](#)
 - [Centre for Addiction and Mental Health \(CAMH\)](#)
 - [Wellness Together Canada](#)
 - [Crisis Services Canada](#), Tel: 1-833-456-4566
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*Take care of yourself and those around you,
PGR and ZS*

Job Evaluation Committee Report, October 2021

The Job Evaluation Committee members of YUSA continue to meet monthly by Zoom, where we discuss the goings-on in the rating room. Raters can bring their questions and concerns to the Committee during these meetings. It seems lately that there have been a lot more concerns – and that is an issue for all of us.

Last year’s report we let you know that this process is a Joint venture between the Employer (York University) and the Union (York University Staff Association). It is a process that really doesn’t happen in a lot of companies/businesses. I believe that there is only one other university in Ontario that has a Joint Job-Evaluation system for their staff jobs.

However, we continue to have numerous issues in the rating room. We are finding more and more of the “joint system” moving towards a “not-so-joint” system...with the Employer taking steps to undermine the process – a process that we fought hard to get in the first place and is part of our collective agreement. Decisions that should be joint decisions are now quite one-sided on the side of the Employer, and unilaterally made. This is not how this system was originally meant to be and is very frustrating for both our YUSA raters as well as management raters.

The YUSA office has met with management on several occasions to discuss the issues in the room and they are continuing to follow-up on issues that our raters are experiencing.

Current Active 2021 Members of the Job-Evaluation Committee

Sylvia Bosch-Karas	Scarlett Farquhar	Michele Francis	Paula Gowdie Rose
Amir Khan	Charmaine Mohamed	Vera Murano	Tammy Paglia
Suzanne Park	Kathleen Welsby	Anne Ralph	Diana Sargla
Elsbeth Staniland	Min-A Yoon		
Not currently active/on leave:			
Janet Brewer	Wanda Hollingshead**	Manjula Kanwar	Lorraine Mar
Mary Poleisel	Breanne Whitwell	Maria Won	

**oversees the Job-E Committee; Chairs our monthly meetings and represents us in Labour/Management and Joint Job Evaluation meetings.

If you are interested in being a Job Evaluation Rater, please reach out to the YusApuY office (yusapuy@yusapuy.ca) or reach out to me by email and we can put you on the list for the next training session.

Go to www.yusapuy.ca for more information on becoming a Job-E Rater.

Thank you, and please stay safe and healthy.

Scarlett Farquhar,
sfarquhar@yusapuy.ca
Chair

Charmaine Mohamed
cmohamed@yorku.ca
Vice-Chair

Nominations Committee Report

Once again Fall has arrived, leaves are falling, and temperatures are getting cooler and crisper. After a very long time many of our members are venturing back to campus, some full-time, others for various days of the week, seeing for the first time all the new construction projects that have been changing the look of the campus once again.

The Nominations Committee has been quite busy lately preparing for the Elections for the YusApuY Officer and Committee positions for 2022. We will be using Simply Voting again this year to handle the Evote. We have also done an extensive review of the Elections Policy and added more equity language to the document. After many late night meetings, the document was finalized and brought to the Executive Board for approval. Thanks to Nikolaos Markakis, Paula Gowdie Rose, and Breanne Whitwell for their help with this. The updated Elections Policy is available for viewing on the union website and via the following link <https://yusapuy.ca/yusapuy-elections-policy/>. If you have questions regarding the nomination process, please feel free to contact us at nominations-committee@yusapuy.ca.

We have once again formed an Elections Committee for this year. Members of the committee are: Michelle Cousins, Vera Di Pinto, Ivana Giulia and Rita Parente. Training was held with a facilitator at the end of September and the committee is now busy preparing for the Elections along with the staff in the union office. All meetings will be held virtually again this year. During the election period, all election related enquires can be directed to the elections email: yusapuyvoting@gmail.com. Please do not contact them at their individual work emails. Thanks to Ivana, Michelle, Rita and Vera for agreeing to be members of the Elections Committee for this year.

Tammy Paglia as Vice-Chair of Nominations and myself as Chair, have continued to participate in Executive Board meetings this year. Meetings are scheduled after work every other week, sometimes weekly, depending on issues that need to be addressed. There are typically lots of documents to review beforehand and meetings typically last three hours or more. They continue to be held via Zoom, which of course means the occasional appearance of cats and dogs making their presence known. Thanks to all the members of the Executive Board that have participated in meetings this year for their dedication and commitment.

Finally, I would like to thank Tammy Paglia for once again participating in the Nominations Committee this year and for her assistance as we prepare for Elections.

In Solidarity,

Sylvia Bosch-Karas

Nominations Committee:

Sylvia Bosch-Karas – Chair

Tammy Paglia – Vice-chair

Equity Committee Report – October 2021

It seems like just yesterday a call came out from the YUSAPUY listserv extending an invitation to members to establish an Equity Committee. It's quite remarkable to see the way our committee has come together to engage our members over the past year. Although the pandemic prevented us from meeting in person, our virtual events were well attended! Each time our committee comes together I leave knowing that as a collective, York University Staff are resilient, committed, compassionate, and progressive.

The transition back to on-campus work presents imminent challenges to several of our members, while the sheer degree of uncertainty may cause anxiety. We don't have answers to all the questions and "what-ifs", but, we know that *united*, our members, that is, **YOU**, have power.

“Individually we are one drop, together we are an ocean” (Ryunosuke Satoro)

We are confident that the Equity Committee will continue to engage more and more members to come together to "make good trouble". We invite you to join us, because there is a place for everyone in this committee, and everyone has a role to play in making positive change! Please connect with us at equity@yusapuy.ca, if you would like to be part of the committee.

Year in Review

Your YUSAPUY Equity Committee is delighted to bring this report to you. As an ad hoc committee established in October 2020, we continue to be active and looking for ways to keep our valued members engaged and involved. We remain committed to ensuring that the Equity Committee is entrenched into the YUSAPUY Constitution by October 31, 2021 (as approved by the Executive Board), such that accountability for equity and fairness will be a part of YUSAPUY's operations.

We're reminded that the establishment of this committee is an opportunity to hear the voices of all our members and come together as a collective to uplift and look-out for one another, through active listening, empathy, kindness and action. While we're proud of all that we've achieved over the past year, we know there is so much more to be done. That being said, we invite you to learn more about our progress.

Measuring-up: How did we do?

Truly, the answer to the question "how did we do?" is up to our members – and we would love for you to connect with us and let us know by emailing equity@yusapuy.ca. Our objective was to ensure that the committee was actively creating safe spaces and mechanisms for YUSAPUY members to learn, share, discuss and find support as it pertains to equity, diversity and inclusion. The table below describes some of the ways in which we are meeting our goals and objectives.

TABLE 1: ACHIEVING OUR GOALS & OBJECTIVES

Goals & Objectives Outcomes	
<p>ensure that the language in the collective agreement and constitution address and continues to uphold principles of equity, diversity and inclusion</p>	<p>Our committee has reviewed (and continues to review) the YUSAPUY constitution and will present suggested constitutional amendments to the Constitution & Policy Committee such as:</p> <ol style="list-style-type: none"> 1) Embed a section on “Equity” within Article II of the YUSAPUY Constitution 2) Ensure inclusive language is used throughout the Constitution. For example gender neutral pronouns 3) Establish the Equity Committee as a standing committee, by October 31, 2021
<p>provide information to, and educate, union officials and the general membership about equity issues...</p>	<p>Since October 2020, our committee has hosted five equity cafés amounting to 11 events. We have also sent out several e-communications for awareness and action. Notably moving was the Moment of Reflection held on the National Day for Truth & Reconciliation on September 30.</p>

We partnered with SexGen York during their Arts & Activism series during the week of June 21st.

collaborate with colleagues across the University as well external organizations to address concerns pertaining to equity, diversity and inclusion.

In light of the inaugural National Day for Truth & Reconciliation, we launched a campaign called "Action to Awareness" inviting members to 1) participate by sharing their photo and pledge for Reconciliation; and 2) Donate Items for Indigenous Students. The latter has allowed us to support/connect with [Eastview Public School](#) and [Kapapamahchakwew - Wandering Spirit School](#)

Development Opportunities

Some of the development and educational opportunities we have initiated since May 2021 are in the form of events, communications, and activism including the following.

Equity Café: Asian Heritage Month – May 31, 2021



FIGURE 1: EQUITY CAFE EVITE BANNER – ASIAN HERITAGE MONTH

During this event, we invited two YUSAPUY members as guest speakers to share their experiences and insights on their heritage, as well as the anti-Asian hatred/violence that surfaced in the media recently (though we know that anti-Asian sentiments are not a new phenomenon. We also invited our members to share, celebrate and recognize the positive contributions that of friends, colleagues, family and/or individuals of Asian Heritage have made in their lives, work or more broadly. Message were posted on the following KudoBoard:

<https://www.kudoboard.com/boards/VJiSxTh6>

National Indigenous History Month & Pride Month



FIGURE 2: COMMUNICATION FOR NATIONAL INDIGENOUS HISTORY, AND PRIDE MONTH

A communication was circulated to members acknowledging and celebrating the contributions, resilience, and diversity of members in our community and more broadly those who identify as Indigenous and/or 2SLGBTQ+. National Indigenous History Month and Pride Month in 2020/21 were particularly significant in that it marked the 25th anniversary of National Indigenous Peoples Day (June 21) and the 40th anniversary of the founding of Pride Toronto. As said in *Indigenous relations: insights, tips & suggestions to make reconciliation a reality*, we reminded members that:

“incorporating reconciliation daily in your life and work is the best way to undo the legacy of the Indian Act. The term ‘reconciliation’ carries a great deal of responsibility for a better future, but it also points to the need to recognize the shameful history of Canada’s past relationship with

Indigenous Peoples as well as the ongoing outcomes of those policies”.

Get REDI® To Make a Difference



FIGURE 3: COMMUNICATION PROMOTING YORK'S REDI® WORKSHOP SERIES

A communication was circulated to membership inviting them to participate in our mission to eradicate injustices experienced by staff members at York University. Recognizing that our members are at various levels of proficiency and commitment, we positioned our work as a marathon, where we work to:

- 1) get ready (REDI®);
- 2) get set (critical analysis, experiential training); and
- 3) go (do the work).

Message on Labour Day

This communication went out to members reminding them that Labour Day recognizes the solidarity and bravery shown by workers across the country who fight for labour rights. We should never underestimate the power of the collective.

We promoted the Toronto & York Region Labour Council's 2021 theme "Rise Up for a Just Recovery" which focuses on the health and safety of workers during the pandemic. We encouraged members to participate in the Cavalcade and to stand in solidarity with this call for an equitable and safe return to work for workers of all types, from office workers to customer-facing staff. Finally, we recommend that members take time to remind themselves of the [Occupational Health and Safety Act](#), [Employment Standards Act](#), and the [Ontario Human Rights Code](#).



FIGURE 4: POSTER FROM TORONTO & YORK REGION LABOUR

COUNCIL LABOUR DAY 2021 CAVALCADE

Awareness to Action - YusApuY's Steps Toward Reconciliation



FIGURE 5: COMMUNICATION IN RESPONSE TO THE INAUGURAL NATIONAL DAY FOR TRUTH & RECONCILIATION

This year marked the first National Day for Truth & Reconciliation. As such we took a moment to invite the YUSAPUY community together for a Moment of Reflection for Victims of the Residential School System. We had 57 individuals join us, as we watched a short video by [Phyllis Webstad](#) who shared her story of [Orange Shirt Day](#). We also extended an invitation to members to participate in our Awareness to Action Campaign described below.

FIGURE 6: MEMBERS PARTICIPATING DURING THE MOMENT OF REFLECTION

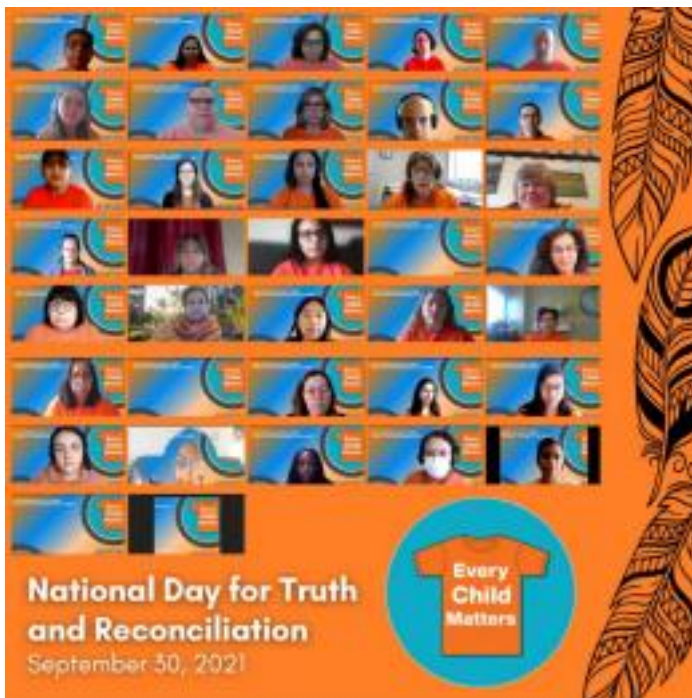


Photo & Pledge for reconciliation

The Equity Committee is collecting photos and messages from members who are interested in sharing the ways in which they are working towards reconciliation, what reconciliation means to them, or providing a statement of solidarity. These images and videos will be shared online as part of the Equity Committee Campaign **“Awareness to Action”**. Share your message here: [Image and Text Submission Form](#)

Supporting Indigenous Students with Supplies

As part of the committee's campaign - Awareness to Action, we are looking to our members to participate in action based reconciliation by donating school supplies for Indigenous children and

youth in the city. We are working to partner with [Eastview Public School](#) and [Kapapamahchakwew - Wandering Spirit School](#) to supply Indigenous students with **new** school/art supplies, hygiene products, and warmer clothing. If you are interested in participating in this initiative, please complete the following form: [Donations for Indigenous Students](#)

Committee Metrics

Committee Operations – December 2020 – October 2021

Activity	Number of Attendees
Number of Committee Members	15
Number of Events Held	11
Number of E-Communications Sent	9

Event Attendance

Session	# Registrations	# Attendees	No-Show Rate
Equity Café #1 – Human Rights Day - 12:00pm	43	41	4.6%
Equity Café #1 – Human Rights Day – 1:00pm	12	11	8.3%
Equity Café #2 – Black History Month - 12:00pm		17	
Equity Café #2 – Black History Month - 1:00pm		12	
Equity Café #3 – Membership Survey - 12:00pm	52	45	13.5%
Equity Café #3 – Membership Survey - 1:00pm	37	30	18.9%
Equity Café #4 – Asian Heritage Month - 12:00pm		~30	
Equity Café #4 – Asian Heritage Month – 1:00pm		~20	
Equity Café #5 – YUSAPUY 101 – 12:00pm	80	46	42.5%
Equity Café #5 – YUSAPUY 101 – 1:00pm	45	30	33.4%
National Day for Truth & Reconciliation		57	

Report on the Experiences of Racialized YUSAPUY Officials In response to concerns raised by racialized Union Officials, in the Spring of 2021, the YUSAPUY Executive Board agreed to engage the services of an external consultant to discuss and examine the experiences of racialized YUSAPUY Officials in their union roles, and to provide recommendations to the Union on ways to address the concerns. Dr. Tope Adefarakan, a equity, diversity and inclusion professional with approximately 20 years of experience facilitating anti-racist, diversity, equity and inclusion initiatives, was retained. A report of Dr. Tope's findings and recommendations will be shared with the membership over the coming weeks.

Moving Forward with Gratitude

Equity work is continuous and a constant work in progress. While we have come far over the past year, there is much more work to be done. We could not have achieved what we did this year without the support of the YUSAPUY Executive Board for approving the establishment of the committee. We once again thank our incredible membership for taking action to establish a more equitable workplace, and to all the individuals (both internal and external to the committee) who have devoted their personal time to making our events, communications, and work a success. Furthermore, we extend our gratitude to all the members that have participated and shared their stories so that we may all learn from their lived experiences. The YUSAPUY Equity committee remains steadfast in our commitment to provide a safe space for all members to live their truth.

Submitted By: Jenn Ferdinands & Zeripha Moses | Co-chairs, YUSAPUY Equity Committee

With support from committee members: Kali Banner, Rosa Berdejo-Williams, Ruth Bramham, Rosanna Chowdhury, Fahimeh Ehsani, Jennifer Ferdinands, Cynthia Goodfellow, Paula Gowdie Rose, Simonelle Lobo, Diane Lorraine Mar, Zeripha Moses, Nneka Roberts, Tchela Louise Solomon, Raquel Torres, Sonny Day