

Contents

1	Meeting Agenda	<i>Page 1</i>
2	Agenda Discussion	<i>Page 2</i>
3	'Speaking Up' Discussion: Key Points	<i>Page 3</i>
4	Follow Up Items	<i>Page 4</i>

**1. Meeting
Agenda**

- Committee Caucus
- Update re: Joint Working Committee re: Jointly Sponsored Pension Plan (JWC – JSPP)
- Follow Ups
- Committee Vacancy
- RA / SRA Orientation
- Additional Items
- 'Speaking Up': Presentation
- 'Speaking Up': Large group discussion

2. Agenda Discussion

An update on the **Joint Working Committee - Jointly Sponsored Pension Plan (JWC – JSPP)** was provided by Effie Slapnicar, the non-unionized employees’ representative on the JWC, and Angela Hildyard

- The JWC – JSPP is meeting regularly; Effie will attend future meetings of the Advisory Committee to provide updates on their progress.
- On November 28 / 29 the University of Toronto participated in a non-binding, mediated session with some other Ontario Universities to discuss items relating to a multi-employer Jointly Sponsored Pension Plan (JSPP).
 - For this session, Effie, was joined by Horatio Bot, Director of Financial Services in the Faculty of Arts & Science, who was selected by a sub-group of Staff Advisory Committee members.

The Committee asked about funding options for conference travel. It was noted that there is no centre fund for conference travel. Covering conference travel is the responsibility of the Division / Department. Inquiries about expenses should be directed to the individual’s Business Officer.

Details on funding for conference fees can be found on the Application Form & Guidelines for Educational Assistance / Professional Development.

Action Item: Committee to be sent [Application Form & Guidelines for Educational Assistance / Professional Development](#).

One Committee vacancy was reported.

Action Item: Call out for new Committee member to be undertaken.

Discussed the development of ‘drop-in’ sessions for new and existing RAs & SRAs hosted by HR&E and volunteers from the RA Advisory Committee. The sessions will be held in addition to the New Faculty and Staff Orientation Event for new RAs & SRAs.

Action Item: HR&E to send out message to all RAs & SRAs inviting input re: the new ‘drop in’ sessions.

3. 'Speaking Up' Discussion Key Points

An overview of RA / SRA results from the ['Speaking Up' engagement survey](#) were shared with the Committee.

'Speaking Up' is a joint initiative between the Offices of the Vice-President & Provost and Vice-President, Human Resources & Equity. The survey was first conducted in 2006, again in 2010, and most recently in 2014, by IPSOS Reid.

The survey measures overall engagement and satisfaction, with questions covering a variety of areas including (but not limited to), workload, work environment, management, communication, and recognition.

The Engagement Score for Research Associates & Senior Research Associates matched U of T's score of 4.3 (out of 5) in 2014.

The Committees shared thoughts, experiences and initiatives, divisional and institution-wide, that relate to the 'Areas of Focus' (Communications, Equity & Diversity, Faculty & Staff Development, Recognition, and Work-Life Integration) and suggested areas for consideration that could be further explored to address issues raised in the 'Areas of Focus' discussion

4. Follow Up Items

Action Item: University to consider possible Benefit changes for July 1st

- **Status:** Complete

Action Item: Effie's contact information to be shared with Committee members

- **Status:** Complete

Action Item: HR to talk with CTSI about access to resources for RAs / SRAs.

- **Status:** Complete

Action Item: Importance of role of RAs and SRAs to the University to be discussed by Angela Hildyard at P & D.

- **Status:** Ongoing

Action Item: HR to check the School of Graduate Studies' guidelines re: RAs / SRAs and access to carrels.

- **Status:** Complete

Action Item: Orientation event structure and content to be contemplated by Committee and HR representatives

- **Status:** On Agenda

Action Item: Training for PIs to be explored

- **Status:** Ongoing

Action Item: Committee to compose a list of questions re: research grants and applications. List to be sent to the Secretariat prior to the meeting in which this item will be discussed.

- **Status:** Ongoing

Action Item: Committee to discuss this item among themselves and consult with broader community to compile a full range of options for consideration

- **Status:** Ongoing