



Dalhousie Faculty Association

Dalhousie University
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DALHOUSIE FACULTY ASSOCIATION

We welcome you to Dalhousie University and the Dalhousie Faculty Association.

Although you are not included in the Bargaining Unit, you may join the DFA and are urged to do so. Only members of the DFA are entitled to attend its meetings, vote in its elections, stand for office in the Association and to receive CAUT publications, as well as the DFA Dialogue and Newsletters.

To join, simply DO NOTHING; you will automatically be a member of the DFA. If you do not wish to join, please fill out the opt-out form enclosed and return it to the DFA Office through campus mail as soon as possible.

The DFA membership is comprised of the same classifications as make up the Bargaining Unit. These are listed on page 1.

HISTORY

The Dalhousie Faculty Association (DFA), which was formed in 1951, represents the interests of all teaching, research, professional counselling and professional library staff in matters of employer-employee relations, and it deals with items of common interest to the broader interests of the academic community.

On 24 November 1978, the DFA was certified by the Nova Scotia Labour Relations Board as Bargaining Agent under the Trade Union Act of Nova Scotia and thereby has exclusive authority to bargain on behalf of those people in the Bargaining Unit. That Unit consists of the following classifications, with certain exceptions:

- Professors
Associate Professors
Assistant Professors
Lecturers
Special Lecturers
Professors (Continuing Education)
Associate Professors (Continuing Education)
Assistant Professors (Continuing Education)
Lecturers (Continuing Education)
Professors (Research)
Associate Professors (Research)
Assistant Professors (Research)
Research Associates
Professional Counsellors
Professional Librarians
Senior Instructors
Instructors
Programme Administrators
Artists- and Musicians-in-Residence

The positions excluded from the Bargaining Unit are those which are primarily appointments in clinical-medical departments (such as Community Health and Epidemiology, Pathology and Continuing Medical Education), and Dentistry (except in the School of Dental Hygiene). Also excluded are Deans, certain Assistant/Associate Deans, certain Chief Librarians, certain Directors and those who are employed for less than 50% of full-time duties.

MEMBERSHIP

As a non-Bargaining Unit member, you are not covered by the Collective Agreement. Your employment is generally governed by the "Regulations Concerning Appointments, Tenure and Promotion 1987." While the DFA cannot bargain with the University Administration on your behalf, it does endeavour to assist you to the best of its ability and you should feel free to contact the staff of the DFA with your questions and problems. The DFA Grievance Committee also takes on cases involving non-Bargaining Unit members. The DFA encourages you to participate in the functioning of the DFA.

TO: Treasurer of the DFA

Please instruct the Payroll Office that I do NOT wish to be a member of the DFA and its affiliated organizations.

DALHOUSIE FACULTY ASSOCIATION

Name

Rank

Full-time

Part-time

Department

Date

Signature

Approved by:

Dalhousie Faculty Association

Date

The DFA is affiliated with the Canadian Association of University Teachers (CAUT). Membership in the DFA necessarily includes membership in CAUT. Dues paid cover both memberships.

### **DUES**

The full-time dues for non-Bargaining Unit members in 2009/10 range from \$52.20 per month for those below the rank of Assistant Professor (and their equivalents) to \$81.81 per month for full Professors (and their equivalents). The part-time dues range from \$17.40 to \$27.27 per month. Dues increase each year as salaries increase, and they are deducted from your salary each month. As noted above, your dues pay for your membership in the DFA and CAUT.

### **DFA CONSTITUTION AND BY-LAWS**

You may obtain a copy of the DFA Constitution and By-Laws by phoning the DFA Office (by phone 494-3722 or by e-mail [DFA@DAL.CA](mailto:DFA@DAL.CA)).

### **EXECUTIVE COMMITTEE**

The DFA Executive Committee consists of 17 members. One position on the Committee is reserved for a non-Bargaining Unit member, elected by the non-Bargaining Unit members.

However, all Executive positions are open to non-Bargaining Unit members (except those who are excluded on account of their administrative and managerial duties). This Committee meets regularly to conduct DFA business. The list of members of the Executive and/or minutes of Executive Committee meetings will be sent to you upon request.

### **COUNCIL OF REPRESENTATIVES**

Each Department, School, College, Library, Institute and Centre which contains Members of the DFA Bargaining Unit has one or more members on this Council. Each representative receives a copy of Executive Committee minutes. You may inquire about your unit's representation by contacting the DFA Office.

### **GENERAL MEETINGS**

Such meetings are called from time to time, and the Annual General Meeting is usually held during the last week of April. At that meeting, the results of the election for the Executive Committee are announced. The various Standing Committees and the Committees set up under the Collective Agreement report at the Annual General Meeting.

### **STANDING COMMITTEES**

The Standing Committees include the Grievance Committee, the Salary and Benefits Committee, the Community Relations Committee and the Committee to Monitor University Planning.

### **PUBLICATIONS**

The *DFA Dialogue* is a regular monthly (September through May) publication of the Association, which is distributed to all DFA members. The DFA may also issue *Newsletters* as matters of general interest arise which must be communicated to the members before the next publication date of the *Dialogue*.

**REVISED April 2009**

**TO: DALHOUSIE FACULTY ASSOCIATION**  
6280 South Street  
Dalhousie University

**Campus Mail**