



UNIVERSITY OF REGINA FACULTY ASSOCIATION

Member-to Member Conflict Procedures

Occasionally, conflicts between URFA colleagues may arise in the workplace. By working to actively resolve conflicts when they occur, we can create a more positive work environment for everyone. The following procedures are a guide for URFA members to follow when dealing with a conflict in the workplace that involves another URFA member.

Overview

All University of Regina Faculty Association Members have the right to fair representation. The goal of these procedures is to address member-to-member conflict in a way that meets URFA's representation obligations and provides the best support for addressing workplace conflict and promoting a safe and healthy workplace. The following procedures provide members with a process that:

- protects their information and ensures confidentiality in the intake process;
- provides separate representation and information gathering services;
- provides all members with access to confidential advice and representation during any investigation or dispute resolution process;
- provides members with access to a fair and impartial investigation that assesses the relative merits of the competing claims

Procedures

1. When a member contacts the Faculty Association with a complaint that potentially involves another member, URFA will immediately assign a union staff representative or designate to represent the interests of the complainant under their collective agreement and to provide the appropriate support. If necessary, URFA will also assign a staff member or designate for the other member. The assigned representatives will handle the complaint with complete confidentiality.
2. All members have the right to the presumption of innocence while a complaint is being investigated and retain the rights granted under their collective agreement. The Faculty Association will not act to determine the guilt or innocence of the accused, but will act to ensure a fair and impartial investigation that assesses the relative merits of the competing claims. Any determinations will be made according to the provisions of our collective agreements and/or according to the applicable laws of the jurisdiction.
3. All complaints shall be immediately referred to the Executive Director of URFA or designate who will be charged with ensuring that representatives are providing fair representation to the members involved and are taking appropriate steps to protect information and maintain confidentiality.

4. The Faculty Association representative shall be available to provide support to the complainant and/or respondent in all interactions with the employer and within the terms of applicable policy and provisions of their collective agreement.
5. Representatives assigned by the Faculty Association to each party in the dispute will collect whatever information is necessary to provide appropriate assistance to and protect the interests of each of the respective parties.
6. The Faculty Association will provide all parties with a copy of this policy statement to ensure that all parties understand their rights to fair representation.

Final Considerations

URFA will take whatever steps it can to compel the employer to deal with the member's complaint in a timely manner and to enforce the right of the membership to work in a safe and healthy environment.

Should any matter in this internal policy or its application be in conflict with an existing collective agreement it is understood that the collective agreement will be the final authority. This document does not constitute a modification to any existing collective agreement of the University of Regina Faculty Association.