

WIGUT

REG. T.U. No. 113

WIGUT

Jamaica

2018-2019

ANNUAL REPORT

e-Book

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PRESIDENT'S STATE OF THE UNION ADDRESS

Colleagues, good afternoon. This past year has been quite eventful as this e-Book will detail. We were stretched in so many different directions. As I reflected on the challenges and successes of the past year, two things came to mind: first, we have a lot of hard-working, dedicated members who sacrifice their time, talent and other resources to make this Union work. Second, there are many people who get involved in Union work for the wrong reasons, and appear to become frustrated with the process. Union work is largely reactive – we respond to a matter when it is brought to our attention, and we act (collectively) based on ascertaining the facts of a case. Many people would want us to be more assertive, more proactive, more intuitive, and in many respects, we have been. This has been largely because we (as members) form part of the fabric that is called The University of the West Indies. Notwithstanding, we implore members to consider several factors prior to offering themselves for service as the work of the Union is demanding on your time and your mental abilities. In other words, we want you (in fact we need you) to volunteer, but you should do it for the right reasons.

Perhaps most significantly, this past year marked our 60th anniversary, particularly during the month of October 2018. Our celebrations started in October 2018 and has included a Church Service, held on Sunday, October 7; WIGUT Then and Now Photo Exhibition at the UWI Main Library; WIGUT Talent Showcase on October 25; and the Christmas Party and Award function on December 8, where we awarded the WIGUT 60th anniversary postgraduate scholarship. I am reminded that several memorabilia are still available for sale – T-Shirts, umbrellas, and ceramic mugs.

Over the past year, we bid goodbye to Principal and PVC Archibald McDonald and Deputy Principal Ishenkumba Kahwa and welcomed new Principal and Deputy Principal, Professors Dale Webber and Ian Boxill, respectively, to the hot seats on the Mona Campus.

We celebrated with Professor Hubert Devonish in a 2-day pre-retirement Conference and Dinner – Sounds of Advocacy, Language and Liber-ation in October. This activity celebrated his involvement in language rights, music, bilingual education, translation and endangered languages.

As part of our activities to

- 2.1 Promote the welfare and interests of ... Academic, Senior Administrative, and Professional staff; and
- 2.6 Affiliate with national, regional, and international organizations for the advancement of the interests of the members of the Union

The Union organized two seminars: a CV Seminar in November, organized by the Professional Development Committee, chaired by Dunstan Newman, and a Pensions Seminar earlier in April 2019, organized by the Pensions Committee, chaired by Noel Morgan.

We noted the appointments of June Barbour as Honorary Consul for St. Vincent and the Grenadines, Charmaine McKenzie as Coordinator, Office of Online Learning, Mona Campus, and Paul Brown as Chair of the Joint Health and Safety Committee, Mona Campus. There were several members who were promoted in their own right to Senior Lecturer and Professor during the year, or who were honoured during the Principal's Research Days activities or Vice Chancellor celebrations, and we celebrate with you.

The Career Path and Blue Book meetings, as well as the various task forces charged with recommending changes to Ordinance 8, the recruitment, evaluation and promotion processes, have revealed several things: there are some things that we will agree to negotiate and settle, there are some things that UWI needs to fix internally, and there are some things that will remain non-negotiable. These meetings remind us that we need to be vigilant and forthright in our defence of longstanding collective agreements. The nebulous "mark of distinction" that is the hallmark of the conferral of indefinite tenure remains a bone of contention for many members. Further, the Brereton Report and recommendations (regarding promotion to the rank of professor) as amended by Professors Alan Cobley and Densil Williams, recently circulated, has become a central piece of contention for members whose cases have been presented to the University Appointments Committee. A meeting is scheduled for May with the Vice Chancellor to discuss this and other matters, which concern all three WIGUTs.

As the dust settles on another year in the life of WIGUT (Jamaica), we are reliably informed that a new University Registrar is waiting in the wings to assume the role consequent on the upcoming retirement of the incumbent, C. William Iton.

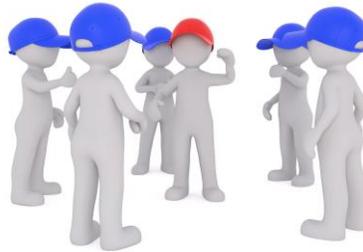
I could not close this brief reflection without saying thanks to the Executive and Management Committees for leading the charge in the activities of the Union, and in particular to Dr Anna Perkins and Dr Patrick Anglin (Vice-Presidents), Miss Charmaine McKenzie (General Secretary), Dr Adwoa Anuora (Assistant General Secretary), Ms Anthia Muirhead (Assistant General Secretary); Mr Paul Payton (Treasurer), Miss Hope Munroe (Assistant Treasurer); Special Secretaries and Section Representatives; Dr Donna Minott Kates (co-opted member – i/c constitutional matters and elections), Professor Hubert Devonish (Chief Negotiator), Mr Carl Pilgrim (Industrial Relations Officer) and Miss Frances Richards (Administrator), for their support throughout the year. In the same breath, I also commend those who have served on the various WIGUT committees, on University committees, as Section/Unit representatives to the various Branches, and those dispersed in the UWI 12+2 countries.

It has been an honour to serve the Union in this capacity over the past year, and I look forward to what is ahead.

Thank you.

Paul D. Brown

GENERAL SECRETARY'S REPORT



Meetings Held

Between **April 2018 and April 2019**, the following meetings of WIGUT committees were held:

- ▶ Executive – 5
- ▶ Management – 5
- ▶ Membership – 8
- ▶ Negotiations – 6
- ▶ Grievance – 2
- ▶ Professional Development – 6
- ▶ Pension – 5
- ▶ Public Relations and Publications – 11

Committee Reports

▶ Membership

Passing of a Member

The Committee notes the passing on Monday, September 3, 2018 of Mrs Rose Watts, a former General Secretary (2008–2011), who also served as Assistant General Secretary (2007–2008) and Membership Secretary (2006–2007).

Activities of the Committee

Between May 2018 and April 2019 eight meetings were held. These were well supported by members and those who could not attend kept in contact via email.

Terms of reference for the Committee during the year, which outlined its purpose, scope and authority, was as follows: (1) planning a programme of activities for the Committee and (2) strategies to promote increased involvement of members in the Union to improve collegiality.

The calendar of events for the year included:

- 1) New Members activities
- 2) Christmas Party
- 3) Annual General Meeting
- 4) Fun Day
- 5) 60th Anniversary activities

The Committee decided once again to invite faculty representatives to attend Committee meetings at least once during the year to discuss any issue(s) they had.

The Committee made efforts to recruit eligible members of staff (non-paying) throughout the year. This was facilitated by the WIGUT Office being routinely informed of new hires.

Recent retirees were invited to the Christmas Party as special guests. Also, many retirees took up the offer of continued membership upon the payment of a negotiated annual fee.

New Members

A total of 64 new members signed up for WIGUT dues deduction.

The Committee decided to host an event in the Faculties with the assistance of Faculty Representatives, to which new members would be specially invited. The main aims were to: (1) promote fellowship among members, (2) showcase the faculty. However, due to the number of activities taking place during the year with the University celebrating its 70th Anniversary, this did not materialise.

Christmas Party

The 2018 WIGUT Christmas Party was held on Saturday, December 8, 2018, in the Examination Tent. This was a change from the usual venue – the Senior Common Room – in order to accommodate the growing number of people who attend the party each year. With the change of venue came a number of issues which led to the event getting off to a late start and having to be concluded earlier than usual.

Despite these issues, all reviews indicated satisfaction with the efforts made by the Committee to make the event enjoyable. Approximately 500 people attended the event.

The 2019 party date is tentatively set for December 7, 2019 and a booking was made for use of the SCR. However, a change of venue should be considered if an appropriate venue is available to accommodate the number of patrons.

Family Fun Day

This event, although generally well supported by members, did not materialise during the year. The planned March 2019 date was cancelled and no other convenient date in March or April could be found. The new committee should consider holding this event.

WIGUT (Jamaica) 60th Anniversary

The Membership Committee worked closely with the Public Relations and Publications (PR&P) Committee during the year, especially in relation to the activities held to mark the Union’s 60th Anniversary. Please see the PR&P section of this report.

The Committee extends special thanks to all its members and to Miss Frances Richards who provided excellent service to the Committee.

► Negotiations

- Caribbean Hotel and Tourism Management (CHTM)
- School of Clinical Medicine and Research (SCMR)
- UWI 12 + 2

All outstanding negotiations regarding collective agreements for the period 2017–2020 have been completed with agreements for CHTM and SCMR in The Bahamas and that for the Open

Campus UWI 12+2 still to be officially signed. Members of staff of the Open Campus in The Bahamas will enjoy the same level of salary increases as the other members of the bargaining unit based in The Bahamas.

Proposals for the next round of negotiations for triennium 2020–2023 are expected to be submitted to The UWI management in early 2020.

Supplementation Issues

1. In accordance with the Arbitration Award Consent Order, the UK annuity conversion rates were used to calculate Supplementation payments as required by the unsigned negotiated agreement between UWI and WIGUT for people who retired in the period 2013–2017.
2. The initial retroactive Supplementation payments due to those who retired in the period 2013–2017 for the academic year 2017–2018 was paid over a four-month period from September 2018.
3. The arrears of the additional retroactive Supplementation due to those who retired in the period 2013–2016, are to be paid in eight tranches to be disbursed in the months of January, May and September. The payment of the first tranche began in January 2019 continues over a four-month period ending in April 2019. This will be followed by the second tranche in May 2019, and so on.
4. The decision to spread the payments over four months was a unilateral one, taken by The UWI management to facilitate the cash flow problems currently being experienced.
5. A fundamental issue still being pursued by the Union is to have the negotiated agreement, referenced in (1) above, signed so that retirees can get their “pension certificates” indicating the extent of back pay due to them, how much has been paid, and the balance expected in the future for the period 2013–2016.

Professional Development

CV Workshop

There were more than 35 members of the Professional Development Committee over this reporting period with 20 members attending meetings on a regular basis.

The Committee planned and delivered another Curriculum Vitae (CV) workshop, this time for Academics, focusing on preparing the CV for the appraisal. There were 4 presenters and over 35 attendees, 85 percent of whom were from the Faculty of Medical Sciences. The presenters also answered questions related to tenure, the appeal process, and other aspects of appraisal.

Participants were also pointed to the location of the relevant forms and documentation used in the appraisal exercise. The workshop was well received and attendees recommended that it be held on a yearly basis.

Career Path and Blue Book Meetings

Career Path

Meetings were held in Barbados on May 2 and 3, 2018 and in Jamaica on December 6 and 7, 2018. The Career Path meeting held in December 2018 addressed matters arising from previous meetings. Other matters discussed and dealt with were as follows:

1. The idea of a professional headship for departments was discussed. The suggestion was to experiment with this and assess its value.
2. Aspects of the document developed by the IT group were clarified and feedback was given. The final draft is to be submitted at the next Career Path Review Group meeting.
3. The publication standards for Librarians are to be reviewed in relation to the publication standards which exist in Faculties within The UWI.
4. The agreed job descriptions for accounting staff had been prepared and were being reviewed for finalization by the end of January 2019.
5. The Statutes and Ordinances of The UWI were being reviewed by the University's Legal Unit.
6. The issue of tenure was discussed once more, with no change in position on the part of the WIGUTs.
7. The Student Services Managers document was tabled but it was deferred to the next meeting.

Blue Book

The meeting of December 2018:

1. Discussed the "Statement Principles / Code of Ethics for Academics and Senior Administrative Staff" as it related to the inclusion of Professional staff and the Revision of Ordinance 8.
2. Noted that the matter of Responsibility Allowance was settled at the May 2018 meeting.

3. Discussed a report from Dr Bell-Hutchinson on the review of Recruitment and Staff Evaluation processes at Mona.
4. Discussed the revised Instrument for Annual Assessment and Promotions of Senior Administrative and Professional Staff.

Sabbatical Committee

A meeting of the Mona Campus Sabbatical Committee, comprising two WIGUT representatives and three Administration representatives from the Mona Campus with a Committee Secretary from the Human Resource Management Department, was convened on July 23, 2018. The nominated chairperson was one of the WIGUT representatives.

1. The Committee considered 46 applications, including two from the Vice Chancellery.
 - a) There were four deferrals from the 2018–2019 awardees; these were automatically recommended for Sabbatical leave in 2019–2020.
 - b) Based on funds in the Sabbatical Pool, 30 sabbaticals were recommended, including the four deferrals in (a) above.
2. Years of service since employment or last eligible leave ranged between 5 years 10 months and 31 years 11 months among the applicants.
3. All applicants from Mona with approximately 10 years or more of eligible service were recommended for award of Sabbatical Leave. In the event there were any deferrals, 5 proxies were named with between 8 years and 9 years 9 months of service. Since there were several staff members with 8 years' service, one proxy was determined by drawing lots. Both applicants from the Vice Chancellery were recommended for Sabbatical Leave; each had about 16 years of service.
4. In reference to a point raised in the previous meeting, the Committee was informed that the Open Campus had its own Sabbatical Committee.
5. Once again, a report from the Vice Chancellery on the balance in their Sabbatical pool was not received. The Committee will seek to keep track of Sabbaticals recommended to staff of the Vice Chancellery to determine when additional awards (more than the allotted three) may be recommended for their staff. Discussions were raised on the prospect of having a Centre representative on the Committee. This was not deemed to be in contravention of the Blue Book regulations. It was therefore recommended that a

representative from the Vice Chancellery be invited to attend the meeting and be accorded observer status.

Proposed action: A staff member from the Vice Chancellery should be invited as an observer at the Sabbatical Committee Meeting.

6. The Committee noted that members who have been awarded Sabbatical Leave sometimes defer the leave to the following year. In some instances it is deferred a number of times (in excess of 3–4). Those who defer leave are automatically placed at the top of the list for the following year and are automatically awarded a Sabbatical. Note, however, that the deferral must first be approved by the Appointments Committee and those persons are not required to submit a new programme of work. If 4 persons deferred from the previous year this reduces the number of Sabbaticals available by 4. The members of the committee would like to limit the number of times that an applicant can defer the awarded leave. The suggestion is that no more than 2–3 deferrals be allowed after which the applicant would need to submit a new application and be considered with the current pool of applicants.

Note that members are required to accept or defer within 6 weeks of notification of the award. This allows the named proxies* to be notified that consequent on a deferral they will be awarded the Sabbatical. A problem arises when members do not conform to the 6-week notification period. Other persons who could then access the benefit may not have sufficient time to make arrangements so that they can take up the leave offer.

{*Once applicants are ranked to the limit of the allowed Sabbaticals a few proxies are named, who, in the event that someone defers, could then be awarded the Leave}.

Proposed action: The University and the Union should seek to negotiate a limit on the number of times persons can defer awarded Sabbatical Leave. This would be a cross-campus Blue Book issue.

7. It was apparent to the meeting that members needed guidance on how to write up their applications for submission. The HR Director, Dr Allister Hinds, suggested that the University and the Union do a (joint) workshop or information session to advise staff members appropriately.

Subsequent to that suggestion, the HR Division conducted a workshop in February 2019 on how to complete the Sabbatical Leave application. The Union was asked to comment on the guidelines drafted by HR for submission of the programme of work in Sabbatical Leave applications.

WIGUT’s response was that members were of the view that the guidelines were seeking to structure the programme of work similar to a grant proposal and noted that in the past the Union had insisted that members of the Sabbatical Leave Committee, under the Blue Book rules, were neither required to evaluate nor were necessarily able to assess the details being requested given discipline-specific requirements. The beginning of the document proposed by HR asked the applicant to: “Describe the nature and relevance of the proposed project to the University’s strategic goals and objectives.” The statement appeared to infringe on academic freedom (unless the University recognizes that ANY research-related efforts are in line with the University’s strategic goals and objectives). As such, WIGUT was unable to recommend the Programme of Work Guidelines in the format presented.

Loans

For the Mona Loans Committee, the total portfolio under management is J\$126,392,535.93 of which loan portion had a fund balance of J\$53,909,346.94 including J\$12,617,902.57 available for loans; the balance of J\$72,508,855.44 are in fixed deposits.

In February 2019, eleven (11) loans were granted; ten (10) consumption loans (totalling J\$2,639,815) and 1 house loan (J\$1,000,000).

A total of nine (9) loans were disbursed by the Vice Chancellery (Centre), including loans to Open Campus members. The value of the loans disbursed between April 2018 and February 2019 was J\$3,100,100.

Pension

At its first meeting, the Pension Committee agreed on a programme of activities for the year.

This included:

- Planning and executing a programme of activities which would be beneficial to all members in matters of pension and investments
- Alerting the Executive Committee to concerns and issues related to members’ pensions

- Keeping members abreast of matters related to pension and disseminating relevant information to the membership throughout the year
- Planning the annual pension seminar, with the aim of ensuring that it would be attractive and of interest to a wide cross-section of the membership. In this regard, a sub-committee was formed to plan the seminar

As part of the planning for the WIGUT (Jamaica) 60th Anniversary Pension and Investment Forum 2019, the Committee conducted a survey, the results of which were used to tailor the seminar to the needs of members. The Forum was held in the Multi-functional Room of the Main Library on April 4, 2019. Approximately 130 members attended the seminar. UWI Pension Manager, Mr Dwight Walters, and his team, as well as Miss June Jackson, Assistant Manager, Pension and Staff Benefits, Mona Campus addressed the seminar. Mr Walters and his team shared specific and detailed information about the Pension Fund, its performance, options that members have, as well as how to access their funds using the online platform, Hartlink.

Miss Jackson explained registration in the FSSU, benefits upon retirement, the status of the Study Travel Grant and Book Grant at retirement, retirement date, payment of pension lump sum and supplementation. She also noted the importance of completing the relevant beneficiary forms. The members in attendance engaged with the presenters to ensure that they had a full understanding of the areas covered. Information on investment opportunities was available through the participation of Stocks and Securities Ltd., Victoria Mutual Building Society and EduCom, who operated booths and also participated in a panel discussion.

FSSU

A delegation from WIGUT (Jamaica) was part of The UWI team that attended meetings related to the administration and management of the FSSU (Federated Superannuation System for Universities) in the United Kingdom in August 2018. The team to the UK, led by the University Bursar, also consisted of members of WIGUT St Augustine and Cave Hill.

The team first met with Link Asset Services, which provides secretariat services previously provided by Capita Asset Services, who sold that aspect of the business to Link. Link sought to give the assurance that they would be focussed on coordinating our business and offering improved service. The team also met with Capita which acknowledged the less than satisfactory service we were receiving from them, as administrators, while they were undergoing their

internal challenges, and their subsequent decision to let go of aspects they considered not to be their core business. The unsatisfactory service included delays in responding to members' queries and late investment of contributions. They outlined the steps they had taken to improve the service to us. It was noted that there were approximately 1930 accounts at Hartlink Online and 1143 members registered.

For April to June 2018, there were 557 logins and 222 unique visits. Capita noted that where staff members changed from one campus to another they needed to be advised so as to ensure accurate communication. The UWI team alerted Capita that it was seeking to make changes to the scheme to include multiple lifestyle options and wider fund selection.

The team also met with two potential new administrators, Punter Southall Aspire and Aon, who could replace Capita should this be deemed necessary.

Meetings with investment managers for the FSSU, BlackRock, took place over two days. BlackRock discussed the trends in the investment environment. They suggested two alternative funds that UWI could pursue. Meetings were also held with investment advisors Dean Wetton Advisory, and Deloitte.

The Augmented Pension Committee has since met to discuss the recommendations coming out of the meetings as they relate to changes to the default option of the scheme and to the investment options. Members will be updated on this matter once the University has made its decision.

Health and Safety

The Committee resumed regular monthly meetings as at February 2019 with Professor Paul Brown as the new Chair.

- The issue of mold in various locations on the Campus continued to be addressed by the Committee. A mold assessment and Indoor Air Quality (IAQ) assessment was conducted at 138 Student Living and a copy of the report was sent to Mr Peter Ainsworth, Environmental and Utilities Officer, and the Chairman of the Committee.

- An IAQ assessment was also conducted at UWISON and the findings will be submitted to the Department and the Committee as soon as possible.
- The funding of, and best date to commence defensive driver training for UWI-employed drivers is to be determined.
- A workable framework for a proposed programme to fund an additional driver for the UWI-SERT ambulance service, which has been undertaken by the OSH Unit, is yet to be completed as additional information is needed from UWI-SERT.
- First-aid kits and personal protective equipment were issued to staff at the waste water treatment plant.
- The Safety and Emergency Department is preparing signage for the assembly points on the Campus.

Housing

WIGUT was represented at all meetings called by the Housing Committee. At each meeting, there was an average demand of 40 requests for housing and over 40 vacant houses. The wait time for accommodation continues to be inordinately long and most times, only two people are given the opportunity to move into a house as other houses are usually not in a state of readiness. As such, there is a long list of people who have been waiting, some for as much as two years. The Committee is awaiting a meeting with Principal Webber for his intervention to have funds released for the houses to be repaired more expeditiously. Eligible members who have changed their minds about seeking housing should formally request the removal of their names from the list.

Occupants are allowed three months after retirement in staff housing. Requests for additional time in staff houses is on each meeting's agenda.

In College Common, there has been a reduction in the number of requests for minor repairs, and maintenance and garbage collection have improved.

Security

The past year saw a change in the Chairmanship of the Campus Security Committee. The committee welcomed new Deputy Principal, Professor Ian Boxill, as the Chair at the beginning of the 2018/2019 Academic year.

Emergency Number

During the past year, a three-digit emergency number (555) was added to the campus PBX system. It is now operating and accessible to both staff and students. Signage with the number along with other important numbers is being prepared.

Amendments to the Campus Security Act

There was no action for a few months from the Ministry of National Security but in the past few months, the Campus Legal Counsel was able to meet with the Chief Parliamentary Counsel on the matter. The Campus Legal Counsel was assured that it would be given more commitment and action from the Ministry so that the necessary amendments can be approved.

Lighting across the Campus

The Campus saw a marked change in lighting during this academic year, as this is a priority for Principal Webber and Deputy Principal Boxill. A sub-committee was appointed in October 2018 to conduct an audit of lighting on the Campus. After this, efforts were made to address the areas highlighted. There are still areas that need attention, even though their efforts have been significant.

Re-instating Call System at the College Common Security Post

The Campus Projects Office has decided to address this situation in-house.

West Gate of College Common

A design was presented to members of the College Common community for their comments. A mirror has been erected opposite the West Gate of College Common to allow for better monitoring of the traffic by drivers exiting College Common from the West Gate.

Condition of Gates to the Campus and Guard Houses

Numerous discussions were held regarding gates and guard houses on the Campus, particularly those at the main entrances. The gates are now being assessed and the Campus Projects Office has made presentations to the Security Committee.

Plans are being made to redesign the Queen's Way and the entrance next to the Post Office. Discussions are on-going to determine a way of adjusting and adapting the entrance next to the Irvine Hall gate. A scope/proposal was prepared by the Campus Projects Office and circulated to members for comments before submission to the Chairman of the Security Committee for discussion with the Campus Principal.

In relation to the guard houses, it was disclosed that most of them are uninhabitable and in need of urgent attention.

Installation of Security Cameras and the Procurement of Sensor Loops

The Mona Information Technology Services (MITS) advised that 39 external cameras were in storage and will be installed shortly in areas with networking capabilities across the Campus.

MITS also informed that the Licence Plate Reader (LPR) cameras to be installed at the gates have been in storage for several years, hampered by the failure of several requests to receive the cheque to make the necessary payment to get replacement sensor loops. Following the intervention of the Chairman, a Purchase Order was generated to expedite the process.

Guardsman Security Audit and Strategic Plan for the Mona Campus

The Campus Security providers, Guardsman, completed an audit of the Mona Campus, which was presented to the Committee at one of their regular meetings. The audit was comprehensive but a few critical areas were suggested by members for inclusion to complete it.

The strategic plan was developed for the rest of the calendar year after consultations with the Office of the Director of Security and the Mona Police. It is still to be presented to the Campus Security Committee.

Noise Nuisance

There were numerous complaints about noise during the month of December and also in March during the Mona Campus carnival.

A number of students who live on halls around the Students Union and Examination Tent areas signed a petition expressing concern about the noise that emanated from functions/events held on the Campus. The students were given a response and the Campus Legal Counsel was given the responsibility to lead a team to draft policy/guidelines to address the issue. A draft was presented to members of the Senior Management of the Campus in March. Following further review by the team and its constituents, the documents will be forwarded to the Finance and General Purposes Committee for action.

Other Security Issues

The on-going turf wars and retaliation in nearby communities pose a threat to the Campus.

In relation to other issues such as Carnival 2019, concerns were raised about the volume of people who were packed into the spaces on the Campus for the event. It was suggested that the Campus Management critically examine the concerns raised.

Public Relations and Publications

In this, WIGUT’s 60th Anniversary year, the PR & P Committee focussed on increasing visibility by promoting and highlighting the work of the Union. The Committee began the year with a fairly new membership as only three (3) persons from the previous Committee continued, with 9 new members added. A total of 11 meetings were held by this Committee to plan for the agreed calendar of activities. The Committee focussed on planning and executing the programme of activities and reporting both budgetary and logistics requirements to the leadership.

60th Anniversary Celebrations

In the month of October 2018, a church service at the University Chapel marked the launch of the Anniversary celebrations. That month also saw the mounting of an Exhibition, “WIGUT through the Years”, at the Main Library; the WIGUT Talent Showcase at the Mona Visitor’s

Lodge and Conference Centre; and the interviewing and selection of the Awardee for the Anniversary Scholarship. From eight (8) qualified applicants, Mrs Susan Mais was selected as the scholarship awardee and the award was presented to Mrs Mais at the Christmas Party.

The PR & P Committee also redesigned the logo to support 60th Anniversary activities; procured new banners and provided special edition memorabilia for sale to the membership. Efforts were made to produce a 4-page newspaper supplement through sponsorship but this did not materialize.

WIGUT Newsletter

During this year the newsletter continued to provide highlights of the Union’s activities. Eight (8) issues were produced which highlighted:

- A calendar of events
- Workshops and seminars
- Photographs of events
- A series on publishing
- Congratulations to members on achievements
- A celebration of books written by members
- Excerpts from the Blue Book (with locator map)
- General notices

DZE 60th Anniversary Edition

A sub-committee has been co-opted to work towards the production of an edition of *ADZE* magazine. A draft outline has been prepared and circulated for review. Work on this issue of *ADZE* is expected to continue over the next few months.

Grievance

For the year 2018–2019 the Grievance Committee was presented with seven (7) reports by members who were having issues ranging from leave approval to payment of outstanding benefits. Of the seven mentioned cases, four were resolved within the respective departments, two with the Principal of the Mona Campus and one at the Ministry of Labour and Social Security.

The Union was victorious with the case that was referred to the Ministry of Labour which resulted in the University compensating the member in question.

Car Duty Concession

Approved – 84

Scholarships and Bursaries

A cheque in the amount of J\$2,100,000.00 was handed over to the Office of Student Financing on December 20, 2018 in relation to the WIGUT Scholarship and Student Bursaries for the 2018/2019 Academic Year.

Donations

No significant donations were made during this year; thankfully, there were no major natural disasters in the region over the period. Tickets were purchased in support of the Jamaica Red Cross Society Fund Raising Dinner, the Library and Information Association of Jamaica Luncheon and Awards Ceremony, and the KC Old Boys fund-raising event-Three the Hard Way Retro Party.

Succession Planning

The transition to a new Industrial Relations Officer (IRO) will begin with the employment of Mr Gavin Walters at the start of the 2019/20 Academic year. The current Senior Industrial Relations Officer will help oversee the transition to ensure that the new IRO is fully conversant with WIGUT (Jamaica's) operating environment. Issues of space will have to be addressed to accommodate an additional person in the WIGUT office.

Appreciation

I wish to express my appreciation to Miss Frances Richards for her support over the year. These views are shared by all Committee Chairs who have also expressed their thanks to Miss Richards for her efficient servicing of the committees.

I also wish to thank Mr Carl Pilgrim for his support over the year, which made the tasks easier to complete.

Charmaine McKenzie