



ANNUAL REPORT 2020-2021

EBOOK

Produced by the Public Relations & Publications Committee

Compiled by Charmaine Mckenzie, General Secretary

WIGUT (JAMAICA) New Arts Block, Ground Floor, Faculty of Humanities & Education

Email: wigut@uwimona.edu.jm | website: <http://wigut.uwimona.edu.jm>

Contents

President's Report	2
Secretary's Report	6
Meetings	6
Committee Reports	7
Membership Committee	7
Negotiations Committee	8
Grievance	11
Professional Development Committee	11
Public Relations & Publications Committee	11
Pensions Committee	12
Sabbatical Committee	13
Career Path	14
Research Committee	16
Health and Safety	17
Loans	17
Campus Security	18
Housing	19
Other Activities	19
Feedback on UWI Documents	19
Car Duty Concession	19
Scholarship and Bursaries	19
Donations	20
WIGUT Welfare Fund	20
WIGUT Secretariat	20

PRESIDENT'S REPORT

State of the Union Address

It was exactly nine months to the day that we were last in this position as we came together to consider how we had fared thus far during the midst of the Covid-19 pandemic. If we came to know anything, while so many things were up in the air and even though many plans have been side-lined or shelved, we realized that (as academics - in the broad sense of the word) we are quite resilient creatures, with an undying drive to persevere, to innovate, to persist, and to succeed: the Union is here to stay.

For this accounting, I will divide comments into three areas:

Work with Mona Campus

During this short period, quite a lot of work was accomplished, much of which is detailed under the reports from the General Secretary on the work of the respective sub-Committees. For the sake of brevity, I will only highlight a few items. We finally signed off on the Covid-19 agreement, which saw a little reprieve from the escalating costs incurred because of the need to work from home. While we await the final draft of the University-wide telecommuting policy, we had anticipated continuing under the interim work-from-home/telecommuting arrangement, which essentially applies provisions based on the GoJ Covid-19 arrangement with civil servants. Unfortunately, last week the Mona Campus management announced an expiration of those provisions, with a requirement for staff to return to their offices for delivery of their obligations. While we applaud the work of the Campus (especially the Mona Ageing and Wellness Centre, the Joint Occupational Safety and Health and the Covid-19 emergency task force committees), it is clear that with the non-inclusion of the Unions in the decision-making process and the slow roll-out of vaccination coverage for staff and students (and the wider society), we will not be able to safely host face-to-face classes or examinations any time soon. Due care must be taken as we (from the Union standpoint) press to ensure that all efforts are made by the Campus to provide a safe environment for the work of the academy to proceed.

Colleagues, we are yet to start the formal negotiations on the 2020-2023 claims, bearing in mind that the Campus Management has received our proposal since early last year. While we have just received the Campus' counterclaim, we have to ensure that this process is started and wrapped up in short order, especially ahead of the upcoming new academic year. It might be that we raise a resolution in the meeting on what action(s) the Union will propose to Management to keep the Campus to a minimum timeline.

During the previous period, we sought legal advice on several rulings by the Visitor in relation to matters of promotion and the use of the Brereton and Copley-Williams reports. I want to thank the Research sub-committee and the Executive for the work that was put into this effort for us to understand better the remit and decision-making process of the Visitor. I also want to thank

the PR sub-committee for their work in disseminating timely information which has benefited the general membership on this and several other issues.

Last year, we reported on the suspension of operations at the Centre for Hotel and Tourism Management (CHTM) in The Bahamas. As you are aware, the CHTM was formally closed and staff were either repatriated to Jamaica or made redundant. The Union was integral in this process of separation to ensure that all staff being separated received the most favourable packages in line with relevant Jamaican labour laws.

An important aspect, which is worth mentioning is the continuation of the work of the Mona Pension Committee (a joint UWI-WIGUT committee), which was in hiatus for several years. With its resumption, all related matters can now be discussed and resolved in a timely manner, with proper feeding into the Augmented Pensions Committee.

In January 2021, Mona Campus announced that it had cut \$1 billion in scholarships this year as it grappled with the financial fallout caused by Covid-19. As is easily realized, this will have a significant impact on several of our students, who were previously finding it difficult to cover payment of school fees and finding meals. At the same time, we have seen a reduction in the overall contribution to WIGUT bursaries, due primarily to the retirement of contributing members and the non-involvement of others. This is an appeal for additional contributors to step up and contribute to this fund, for the benefit of needy students.

Work with Open Campus and Regional Headquarters

The Covid-19 agreement which was signed with the Mona Campus applies to the Open Campus and Regional Headquarters (RHQ), and there was confirmation from the Vice Chancellor that all provisions would be honoured. After several months of requesting information about the financials, we finally received these from the Open Campus and have been busy trying to see how best to suggest ways for the Open Campus to cut costs and increase revenue, a process which yielded some success when applied to the Mona Campus. Unfortunately, the RHQ has been less than forthcoming with information; we persevere despite these realities.

While our response to the Chancellor's Governance Report (2020) was couched within the Jamaican context, it was sufficiently embracing in terms of the concepts and outlook that the details could be appreciated by the wider University leadership. Consequently, along with sharing with the Jamaican Minister of Education and her team, we were able to share with the Chancellor, Vice Chancellor, University Registrar, University Bursar, Principals and their teams, as well as with local and regional media and have received useful and supporting comments in relation to the proposals made in the document. There was a fair amount of coverage in the regular press and on social media on the issues raised. We will continue with this type of engagement as we feel it is an important part of our remit as stakeholders in the academy.

Just recently, we were invited for the first time to attend the University's executive management planning retreat, in what the Vice Chancellor billed a new chapter of 'Social Partnership Protocol'. Only time will tell what this really means. Several things were shared about The UWI's plans for cutting costs and raising revenue over the next two to three years leading into the 75th anniversary, billed the Revenue Revolution, RR75+. The Vice Chancellor's thesis included: (1) realizing savings of US\$50m annually for the next 3 years; (2) reducing the cost of higher education, while increasing labour input productivity and reducing cost of HR/staff cost; (3) implementing a one-UWI model, and use more back-office/shared-services (including faculty sharing) models; and perhaps the most troubling, (4) developing a road map to bring new staff into the raft of normal benefits common to all members of the bargaining unit (i.e., Book Grant, STG, leaves, etc) over time, as the idea is to reduce staff costs by about 50%. Clearly, we have a lot of work to do...

One of the immediate challenges is to get Open Campus staff in Jamaica (as well as the wider UWI12+2 staff) on board in terms of equity and access to timely payment of salaries and refund for approved expenses. The suggestion by the Open Campus Leadership Team (OCLT) and their Workforce Strategy Committee to implement a staff audit and reassign duties, including teaching and other non-core functions to staff, will not be countenanced, even as we assist with strategy ideation for restoring financial health to the Open Campus. We are particularly mindful that such *ad hoc* reassignments are likely to be disadvantageous to the staff, especially when they come up for evaluation and assessment based on their core functions.

Work with other WIGUTs

We joined forces with the other WIGUTs to respond to common challenges across the University. Among these were joint discussions with the Vice Chancellor and team in relation to proposals from the University for 'further sacrifices' from members of staff and draft Workload and Telecommuting policies. Perhaps the most contentious has been the discussions around revisions to Ordinance 8, which are being proposed against the background of joint discussions between the WIGUTs and the UR/University Counsel. As with the Workload policy, initial discussions included joint participation, however, there was no agreement and consultation about what was to be included in the final draft for submission to the Blue Book committee in 2019, and so the WIGUTs distanced themselves from that submission. The UWI has since then tried to pull together various comments into the document, which will need to be discussed and negotiated with the WIGUTs in due course. As with all other proposed revisions, what is in place will remain until it has been amended and signed off by the WIGUTs.

Perhaps the greatest achievement over this period was the reinstatement of a staff member from Cave Hill whose contract was improperly terminated, with the inappropriate use of student assessments of teaching (SATs) as a basis in the evaluation process. We have argued that, on the one hand, SATs are developmental and should have no place in the appointments process when done properly (notwithstanding their non-forensic accounting and propensity for bias), and on the other, that there are several aspects of the teaching and learning process that

must be included in the analysis to get an accurate reflection of its contribution. Colleagues, we must remain vigilant and report any instance of inappropriate metrics being included within your respective department or Unit.

The way forward

What a year we have had! With the persistence of the Covid-19 pandemic and the economic and social effects, the understanding of higher education, in terms of its demands, delivery and development have almost permanently changed. During the period, we have lost several colleagues and former colleagues, some of whom served on the Executive of the Union, and we pause to honour their memory and contribution to this noble institution.

As always, we could not have achieved anything without the collective efforts of the Executive and Management Committees leading the charge in the activities of the Union: Dr. Anna Perkins and Dr. Patrick Anglin (Vice-Presidents), Miss Charmaine McKenzie (General Secretary), Dr. Adwoa Anuora (Assistant General Secretary), Ms. Anthia Muirhead (Asst. Gen Secy); Mrs. Shana Hastings-Edwards (Treasurer), Miss Stascia Gordon (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 (Senior Industrial Relations Officer), Mr. Gavin Walters (Industrial Relations Officer) and Miss Frances Richards (Administrator). I thank them for their assistance throughout the year. In the same breath, I also commend those who have served on the various Union committees, and on University committees; thanks to the 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. We are confident that having gone these past nine months, we are ready to take on the remainder of 2021 and beyond!

Thank you.

Professor Paul D. Brown

GENERAL SECRETARY'S REPORT 2020/2021

July 25, 2021

The year under review presented no less challenge than the previous reporting year as we continued to be in the grip of the global pandemic. This meant that activities and events that would have been held in a physical setting had to be abandoned or, where possible, replaced by virtual ones.

The uncertainty was doubled because of the financial challenges across The UWI which were exacerbated by the impact of the pandemic on resources of all kinds. Indeed, we are in the throes of change and WIGUT (Jamaica) and its members must be prepared for the uncertain future.

MEETINGS

Committee chairs and representatives on University Committees attended meetings as follows:

WIGUT Committees	
Committee	Number of meetings
Executive	6 (1 Special)
Management	5
Membership	6
Negotiations	2 negotiation meetings; most meetings dealt with the Covid-19 claim and the Task Force
Professional Development	0
Pension	7
Public Relations & Publications	8
Research	3
UWI Committees	
Health & Safety	11
Housing	5
Sabbatical	2
Security	5
Blue Book and Career Path	1; Career Path only

The above table in no way reflects the time members spent addressing matters related to the committees on which they served, however, as follow up was always required.

COMMITTEE REPORTS

Membership Committee

New Members

A total of 58 new members signed up for WIGUT dues deduction (May 2020 to June 2021).

The Chair of the Public Relationship Committee was invited to attend Membership meetings as both committees work closely together to complete activities. This will be an ongoing arrangement. Ms. Pauline Osbourne, the current Chair of the Public Relations Committee, worked with the Committee throughout the year.

The Covid-19 pandemic severely curtailed activities and led to adjustments and postponement of a number of annual events.

Activities of the Committee

The calendar of events planned included:

1. New Members activities
2. Christmas Event
3. Annual General Meeting
4. Fun Day
5. Department Lyme
6. Paint and Sip Hydrate Edition

Christmas Event

The Christmas Event was postponed. Instead, a gift voucher valued at \$4,000.00 was offered to members who requested one via a Google worksheet. A total of 530 members made use of this offer. All reviews and feedback indicated satisfaction with this initiative.

The 2021 date is tentatively set to December 11, 2021. A booking was made for use of the SCR. However, the incoming committee will decide on the appropriate Christmas Event.

Department Lyme: This event was cancelled because of Covid-19.

Family Fun Day: This event was cancelled because of covid-19.

AGM with Luncheon: The AGM was postponed until further notice. It was eventually held on October 25, 2020.

Negotiations

Negotiations Team

The Negotiating Team met with the UWI Mona management on June 9, 2020, at the request of management, to discuss the financial crisis the campus was facing. Emerging from that was an Action Plan Committee which met monthly to review the activities of the Joint Union-Management Task Force and act to support it. The Negotiating Team met as part of the Action Plan Committee with management monthly thereafter until November 2020. The basis for this was a document prepared by the Research Sub-Committee of the Negotiating Committee, entitled 'Year One of a Financial Plan to Eliminate the Deficit' submitted to the Campus Management in August 2020. There was to be a subsequent paper that would cover the following years but the information required to produce that paper has not, as of now, been provided by the Management.

Task Force

A joint UWI Mona Management and WIGUT (Jamaica) Task Force commenced on July 10, 2020 with a mandate to 1) recommend ways in which The UWI, Mona, could re-deploy existing resources to cauterize the impact of the Covid-19 pandemic, 2) formulate strategies to increase student numbers, and 3) recommend ways in which the application and registration process for new and returning students could be streamlined to make the processes more efficient and user-friendly. Spearheaded by lead negotiator Professor Hubert Devonish, the Task Force met over the course of 6 months and worked alongside sections such as the Office of the Campus Principal, Admissions, Office of the Campus Registrar, the Marketing and Communications Office (MARCOMM), and the Faculty of Humanities and Education, to carry out its mandate.

a. Advertising

During the months of July and August 2020, the Task Force worked with MARCOMM to design a print and social media advertisement campaign to attract more students to the UWI, Mona campus.

b. Emergency Customer Care Team

Between August 19 and 25, 2020 WIGUT (Jamaica), by way of the Task Force, spearheaded a student retention and recruitment drive by hiring 4 student workers who were trained and

deployed to the Admissions section to assist with the engagement of new and returning students.

c. Student Retention Survey

This survey was a joint effort between the Task Force, the office of the Campus Principal and OPAIR (Office of Planning and Institutional Research) and was launched on August 26, 2020. The survey was designed to ascertain what the barriers to completion of studies for returning students were, so that the Campus could tailor its intervention to meet these needs where possible.

Results

As a result of these activities the Campus was able to retain its student numbers, consistent with those of the previous academic year 2019/2020. This was achieved despite the UWI Mona Campus Management's prediction of a 20% reduction in student numbers for the academic year 2020/2021 because of the Covid-19 pandemic.

Covid-19 Negotiations

Terms of the Agreement

Over the period 9/2020–12/2020 negotiations with the Mona Campus were held to address several issues that arose from the Covid-19 pandemic that hit Jamaica in March 2020. Negotiations covered issues such as the challenges for staff to work in a face-to-face modality, the provisions necessary to facilitate members working from home, and the safe-guarding of members' benefits. The Covid-19 agreement became necessary as the pandemic altered the conditions of work previously in place. Aspects of the agreement addressed the reimbursement of funds used by staff to purchase non-ICT items (e.g., chairs, tables, bookshelves, lamps, fans, etc.) to enable them to work from home. The funds used (\$465,000, maximum) for the reimbursement came from the Book Grant and a percentage of the Study and Travel Grant. The Covid-19 agreement remains in force until July 2021; however, areas of the agreement benefitting retirees will extend to a year after an official declaration by the Government of Jamaica that the Covid-19 pandemic has come to an end.

Further Developments

The Negotiating Team met with the campus management and the Minister of Education on February 16, 2020, as part of a process of settling the outstanding matter on the Covid-19 agreement concerning payment for utility costs. In that meeting, the team took the opportunity to interest the Minister in WIGUT's views on funding the campus in a time of crisis. The Minister

requested the union's views on the report of the UWI Chancellor's Commission on Governance. The views were presented to the Minister in a report produced by the Research Sub-Committee of the Negotiating Team and sent to the Minister and University management on March 25, 2021. The union's response document was also circulated to members and to the media. A regional press conference was held on April 7, 2021 and the paper received widespread coverage across the region. There were, in addition, at least two responses in writing from senior members of the university management team.

The outstanding matter on the Covid-19 agreement which required the intervention of the Minister has been resolved.

2020–2023 Negotiations

Negotiations for the 2020–2023 Collective Bargaining Agreement between WIGUT (Jamaica) and the Management of the UWI Mona Campus have not yet commenced due to the procrastination of the Mona Campus Negotiating Team.

Claims were sent in March 2020 to the Open Campus on behalf of members in Jamaica and The UWI 12+2. To date, negotiations have not begun. The same applies to the claim for members in the Vice Chancellery (Centre).

Caribbean Hotel and Tourism Management (CHTM)

The Mona Campus administration announced to the Campus Finance and General Purposes Committee (F&GPC) meeting of May 2020 its intention to close the CHTM. WIGUT entered into negotiations with Management to ensure that the five WIGUT members received the appropriate redundancy package in accordance with Ordinance 8, the Blue Book and collective agreements. The official closure took effect on May 31, 2021 following approval by University Council at its last meeting in April 2021.

Open Campus

The Open Campus continued to experience significant financial challenges over the period. This resulted in significant delays in receipt of salaries and various cost-cutting measures. These measures included increasing the teacher-student ratio in some courses and asking staff to volunteer to teach courses they were qualified to teach in place of hiring adjunct staff.

Grievance

No grievances were filed during this period. However, there were several complaints raised by members, such as delays in the renewal of one-year contracts consequent to the re-introduction of the Vacancy Monitoring Committee. All issues were dealt with satisfactorily.

Professional Development Committee

This committee undertook no activities over the period of this report.

Public Relations & Publications Committee

The Public Relations and Publication Committee curtailed all planned events and physical meetings were moved to virtual monthly meetings due to the challenges brought on by the Covid-19 pandemic. These changes were consistent with the operations of the Mona campus. The 2019/2020 Committee agreed to continue serving for the 2020/2021 term and continued to produce quarterly editions of the Newsletter and to work on the 60th Anniversary edition of ADZE magazine. The committee also collaborated with the Membership committee in planning the 2020 end-of-year initiative.

WIGUT Publications

Newsletter

Four [4] issues were produced.

ADZE Magazine: 60th Edition

The third draft of the magazine was produced and circulated to Dr. Anna Perkins, the VP with responsibility for editing and proofreading the content. The edited version will be turned over to the Secretariat for final editorial oversight, with subsequent revisions and approval for selective printing of the galley proofs. Members will be able to access this from the WIGUT website.

Retirement Guide

Members of the PR&P Committee supported the design, layout, compilation and production of the Retirement Guide, which is available on the WIGUT website.

AGM

Under the guidance of the General Secretary, select members of the PR&P Committee assisted with the design and layout of the eBook of Reports for the AGM.

The Chair of the Public Relations & Publications Committee assisted the WIGUT secretariat in hosting the first virtual Annual General Meeting in October 2020.

Membership Brochure

The PR&P Committee has been integral in assisting with the update and redesign of the membership brochure to be used for upcoming membership drives.

WIGUT Website

During the period under review, the PR&P Committee monitored and directed the update of the Union's Website including the site maintenance and content management. We drafted and produced a formal agreement for continuation of the site update and maintenance. This 2- year contract was entered into as a continuation of the activities of website management.

WIGUT (Mona) Pension Committee Report 2020/2021

Seven meetings of this committee were held, all virtually.

Accomplishments:

- Hosted a virtual Pension Seminar on March 30, 2021, entitled "Healthy Body, Healthy Mind, Healthy Pension".
Presenters: Dr. Angela Gordon-Stair, Ms. June Jackson, Mr. Dwight Walters, Ms. Keisha Bailey, Mr. Ricardo Bailey and Mr. W. St. Elmo Whyte. There were 261 Attendees.
- Submitted an article on "The Federated Superannuation Scheme for Universities (FSSU) and Retirement" for the WIGUT Newsletter of April 2021.
- Terms of Reference for the WIGUT (Jamaica) Pension Committee were revised and approval obtained at the Executive Committee Meeting held on February 4, 2021.
- All information sought for 2018/2019 and 2019/2020 on FSSU related matters were obtained from the Chairman, Mona Pension Committee, except for items 1 and 2 under "Matters in Progress", below. The information and status of these matters can be obtained from the WIGUT Office.

There are 3 Matters in Progress:

1. Supplementation for staff employed on repeated 1- and 2-year contracts prior to August 1, 2005.

The status of the 3 retired persons who had not received Supplementation is still outstanding. This matter was referred to the Campus Registrar by the Campus Bursar for a decision.

A further request has been made for an investigation to obtain the list of any other members who may be impacted.

2. Transfer of Pension proceeds from SAGICOR to FSSU

Issue with non-transfer of a member's SAGICOR pension plan proceeds to FSSU on moving from MONATS category to WIGUT. Investigation in progress with the pertinent Campus departments (HRMD and Staff Benefits).

3. Training on Pension and Financial Planning

Proposal for training on Pension and Financial Planning for Retirement, under review.

University and Mona Campus Pension Meetings:

- Three Mona Pension Committee meetings were held, in September and December 2020 and in March 2021. The meetings were chaired by the Mona Campus Bursar.
- Two Augmented Pension Committee Meetings were held in June 2020 and April 2021. The meetings were chaired by the University Bursar.
- Draft Revised Terms of References for the Campus Pension Committees and the Augmented Pension Committee are near completion.

Sabbatical Committee

This is a report on two meetings of the Committee **(June 25 and July 3, 2020)**.

Present were two representatives from WIGUT, two representatives from Management and the Secretary to the Committee.

1. The Chair of the Sabbatical Committee reported it was affirmed to Appointments Committee that once a staff member was deemed eligible, their Sabbatical Leave should be approved. In relation to persons from the same Department being approved in a given year, deferral of leave decision could be taken subsequently. It was noted that approved deferrals automatically move the staff member in question to the top of the approved Sabbatical list for the following year.

2. Operational guidelines are to be developed for the Sabbatical Committee in support of the Sabbatical Leave policy.
3. The current Sabbatical Leave fund balance was provided for Mona; the fund balance for the Centre (Vice Chancellery) was not available. The continued failure of Centre to provide financial information on its Sabbatical fund was noted. It was agreed that there were sufficient funds to support all Mona applications if the candidates were eligible. Decisions for Centre applicants did not depend on the fund balance.
4. In future, the following information should be provided to the Committee annually for Mona and for Centre (separately):
 - i. the Opening Balance of the Sabbatical Leave Pool;
 - ii. the funds provided by the University for the Sabbaticals at the start of the current year (noting that provision should be made for 14 Sabbatical replacements at Mona and 3 Sabbatical replacements at Centre);
 - iii. the amount added from lapsed Study and Travel Grants for the previous year.
5. There were fifteen requests for Sabbatical Leave; thirteen of the requests were from Mona and two were from Centre. Additionally, there were five deferrals from Mona and one deferral from Centre tabled across the two meetings.
6. Length of service ranged from 6 years to 17 years 5 months for Mona applicants, and 17 years 3 months to 20 years 11 months for applicants from the Centre.
7. All applicants were deemed eligible and a recommendation was to be made to the Appointments Committee for all the members to be awarded Sabbatical Leave.
8. Programmes of Work submitted by applicants were broad-based, interesting and applicable to the country and region as a whole for which our colleagues should be commended.

Note: Campus Appointments Committee did not meet until March 30, 2021 to consider the Sabbatical Committee's recommendations on the 2021-2022 applicants and to award Sabbatical Leave.

Career Path

On June 2, 2021, a Career Path meeting was held via Zoom. There was no Blue Book meeting. Following is a summary of the decisions taken at the meeting:

Decision: The University Registrar (and team) to create or oversee the creation of a flow chart or flow charts concerning the procedure in respect of Evaluation and Promotion (clause 56 of Blue Book).

Decision: St Augustine Campus Registrar to provide a framework with tentative timelines for addressing the Contract Officers matter.

Decision: CPRG.1. – UWI Career Path Document: Discussion deferred to next meeting of the CPRG. Sub-committee to be re-convened and the membership (list) sent to Co-chair Brown by Co-Chair Smith.

Decision: CPRG.P.2. – IGDS Assessment Guidelines

Document to be returned to IGDS to ensure that it is in line with Ordinance 8 and that components which collide with prior decisions and standards be corrected

Decision: CPRG.P.3. – Governance Framework for Librarians

Document to be returned to the Library Group to ensure that stakeholder consultation fully takes place. Also, some recommendations in the document should be reviewed. Mr. Newman to provide a list of comments from library stakeholders to the University Registrar.

Decision: CPRG.P.4. – Information Technology Career Path Paper

IT Group to remove Track Changes and make minor corrections and submit to the Office of Administration.

Further, the IT Group to convene, or re-convene, its working group to draft a paper with the financial implications of implementing (as was approved by CPRG) the IT Career Path Paper.

Also, the IT Group should provide, to the Office of Administration, for circulation to the CPRG, a list of persons who are members of the IT Career Path Working Group.

Decision: Re – Contract Officers

St Augustine’s Campus Registrar to provide a framework with tentative timelines for addressing regularizing Contract Officers.

No commitment provided by OC. However, UR indicated that his expectation was that after internal consultation at the OC, a plan, with timelines would be provided to the Office of Administration for presenting to CPRG.

Decision: Ord. 8, Clause 29

Decision to accept, in principle, the revised document taken at a meeting of Blue Book Committee in June 2019.

Paper to be circulated by Friday June 11, 2021, by the Office of Administration, to all WIGUTs. The WIGUTs will then discuss and, by August 2, 2021 (or before the start of Semester 1 2021/2022), send comments to the Office of Administration. These comments, along with the revised document (Ordinance 8, Clause 29), be taken to the next meeting of CPRG for discussion.

Following upon the appearance of an article in the Sunday Gleaner, February 14, 2021, in relation to a matter involving members of the Union and the Management of The University of the West Indies, Vice Presidents Dr Anna Perkin and Dr Patrick Anglin, and Research Secretary, Marjorie Bolero-Haughton were asked to conduct research on the following:

1. If the Officers of the University are governed by Ordinance 8 and, if not, what University mechanism provides oversight for Officers.
2. The implication of the Ruling of The Visitor in the cases of Pepple and Taylor for the Membership.

Item 1

Internal research indicated that there was no existing mechanism – disciplinary committee, ordinance or regulation – which applies to Officers of the University. Ordinance 8 does not apply to them.

Item 2

In order to get a better understanding of the authority of the Visitor, WIGUT (Jamaica) engaged Symone Mayhew, Attorney-at-law, to provide greater clarity about the authority of the Visitor. Mrs Mayhew outlined specifically who the Visitor was and the authority which resided in the Visitor.

In a 37-point opinion written to President Paul Brown, Mrs Mayhew made reference to other similar cases reviewed by the Visitor and referred to the fact that the Courts upheld the ruling of the Visitor where the appellant did not feel justified and sought justice outside the particular mechanism set up by their institution.

In her opinion, Mrs Mayhew concluded that, *The Visitor has authority to conclusively determine internal disputes within the UWI. The court will deny jurisdiction on matters that fall within the visitorial authority. Even though there is scope for the court to exercise supervision over the Visitor in the exercise of the visitorial authority, the court remains mindful that subjecting the Visitor to the full rigours of judicial review should not undermine his effectiveness or harm the visitorial system in such a manner and to such an extent that it ceases to be what it is – namely a relatively inexpensive informal method of dispute resolution. 26 Notwithstanding being the final arbiter of internal disputes, the Visitor’s jurisdiction is limited such that he is not able to substitute his decision for the decision of committees or bodies in whom the power resides to make the particular decision having regard to the Ordinances and Statutes of the UWI. As such, in the event of disputes with such bodies, the Visitor’s authority is more supervisory in nature.*

Though the role of the Visitor has been described as “anachronistic”, the recent decisions from the court demonstrating judicial restraint on the visitorial jurisdiction and the two recent petitions to the Visitor discussed above, highlight the utility of the jurisdiction even today (p. 14).

Members of the WIGUT (Jamaica) Executive were asked to comment on Attorney Mayhew’s letter. The majority of those who responded said it was “fulsome”, “educational”, “provided clarity” and “provided precedence for [the] future.”

Health & Safety Committee

- **Health and Safety Manual**

Part 1 of the Draft Health and Safety manual is currently being reviewed by the committee.

- **UWISON Building Rehabilitation/Air Quality Testing at UWISON**

To date, repairs to the roof have been done in patches. The exit doors of the main lecture theatres still need to be replaced. It was advised that occupancy of the administrative wing can commence based on the Indoor Air Quality (IAQ) report.

An IAQ Assessment was conducted at UWISON (as part of measures to determine re-occupying the building). The findings have been submitted to the Department and the Committee. It should be noted that the findings indicate good air quality but the assessment was done in an unoccupied building, and so another assessment will be warranted when the members of staff have returned to the space.

- **Immunization of Staff against viruses**

Covid-19 vaccine: vaccination of members of staff (against the SARS Corona virus) has commenced. Other staff members, because of the nature of their work, still require other vaccines (e.g., for hepatitis). The committee has heard that follow-up will be made with HoDs to ensure staff members are vaccinated as required.

- **Mould in the Administrative Annex**

It was reported that the main source of water/moisture ingress was via the roof. Selected areas have been identified for short-term fix with the major work being delayed due to financial constraints. The long-term fix is to replace the roofing membrane.

- **Routine cleaning across departments on Campus**

Heads of Department and supervisors have been advised to incorporate the campus cleaning and sanitation standards (written and published by the EMD) within their departments’ cleaning regime. They will also need to ensure that service staff are supplied with adequate cleaning supplies and tools to carry out their duties.

Departments are to be informed of alternative cleaning products that are available for use from the general stores.

- **Termite infestation of tree at FMS (Faculty of Medical Sciences) Teaching and Research complex**

Pruning of the cotton tree has been done. The committee awaits a response from the Life Science department on the recommendations to manage the bees and other insects in the tree.

Loans Committee

No reports received up to the time of distribution.

Campus Security Committee

Meetings of the Campus Security Committee were held virtually from April 2020 up to the time of this report. The ongoing concerns about the spread of the Covid-19 pandemic through face-to-face contact brought about this action. This period was not an active one for committee meetings, as various unforeseen circumstances caused some planned meetings to be postponed or rescheduled.

During the past months some of the initiatives involving the contribution of outside partners got derailed, mainly because of the '*work from home*' protocol. The committee was, however, able to forge ahead with some initiatives.

A draft Lock Down Policy document was circulated and received some level of feedback, but there are still some outstanding stakeholder responses on this.

A draft policy to curb the prevalence of dogs and animal grazing on the campus is being prepared for review.

Some projects for security infrastructure and social interventions have had to be put on hold as well, because of the financial constraints facing the campus.

During the period a number of breaches of the campus Security Act and the Disaster Risk Management Act were detected and persons who violated these acts were apprehended.

Housing Committee

WIGUT was represented at all meetings of the Housing committee. There were no significant achievements this year.

Discussions regarding the redevelopment of College Common were revisited. It was reported that funding was still being sought.

A proposal for the revision of rent charged for transient housing was presented at one of the meetings. This was withdrawn to be further revised.

It appears that the policy governing the operation of the committee needs to be revised as it seems not to have any decision-making authority.

OTHER ACTIVITIES

Feedback on UWI Documents

Members contributed comments on the draft Workload Policy and comments were also submitted on the Governance report.

Car Duty Concession

May 2020 to June 2021- 83 concessions were processed and approved.

Scholarship And Bursaries

WIGUT continues to award an annual scholarship and student bursaries through the Office of Student Financing.

For 2020/2021, Tajae J. Bailey was awarded the Joe Pereira Scholarship.

Bursaries awarded:

Special – 4

Regular – 40

As has been pointed out over the past few years, contributions to the fund continue to decline as long-standing members retire. Efforts have been made through the newsletter to encourage current members to sign up to make monthly contributions. The call has been heeded by a few members. However, there is need for a concerted injection of funds to keep this fund going.

Donations

WIGUT (Jamaica) donated US\$6,000.00 to the St. Vincent and the Grenadines volcano relief through Food for the Poor. Photographs of the handing over of the cheque were taken on June 1, 2021 on the lawn of the Senior Common Room Club.

WIGUT Welfare Fund

There were no requests for assistance from the Welfare Fund.

WIGUT Secretariat

Five people keep the WIGUT Secretariat going on a daily basis. I extend my thanks to those who have helped us to keep going during this unusual period. In particular, I wish to thank Miss Frances Richards for her support to all committees and for her able management of the Secretariat on a day-to-day basis.