

**CONFERENCE OF FACULTY ASSOCIATION STAFF  
THE PRINCE EDWARD  
CHARLOTTETOWN, PRINCE EDWARD ISLAND  
JUNE 19 - 22, 1992**

**Friday, June 19**

1800 to 2000      REGISTRATION AND RECEPTION

**Saturday, June 20**

0730 to 0900      CONTINENTAL BREAKFAST

0830 to 0900      REGISTRATION CONTINUES

0900 to 0930      INTRODUCTION AND ORGANIZATION OF BUSINESS

Marion Clake (Western)

Mary Childs (Western)

Lori Morinville (CAFA - Alberta)

0930 to 1030      OFFICE TECHNOLOGY

Moderator: Bridgitte Schotch (Dalhousie)

Presenters: Rosaline Riseborough (CAUT)

Frank Madden (U of T)

COMPUTER SYSTEMS 8088 - 486

1030 to 1045      BREAK

1045 to 1200      STAFF COMPENSATION (THE MADDEN REPORT)

Presenter: Frank Madden (U of T)

1200 to 1400      LUNCH

1400 TO 1630      ORGANIZATIONAL DEVELOPMENT - STRATEGIC PLANNING

Moderator: Gordon Unger (Alberta)

Presenter: Terry Allen (Holland College, Charlottetown)

*This session will be in the form of a round table discussion. Terry Allen will facilitate the discussion with an opening address about organizational development. The purpose of this session will be to look at our associations as associations rather than as groups of employees or university professionals.*

**Sunday, June 21**

0730 to 0900      CONTINENTAL BREAKFAST

- 0900 TO 0930 COFAS '93  
Marion Clarke (Western)  
Mary Childs (Western)  
Lori Morinville (CAFA - Alberta)  
*Come to this session with your ideas and perceptions of what COFAS should be. There will be a discussion surrounding COFAS '92 and the planning of COFAS '93.*
- 0930 to 1030 Sexual Harassment  
Presenter: Mary Childs (Western)  
*Mary will facilitate the discussion with opening comments and observations on how sexual harassment is dealt with at the University of Western Ontario. The floor will then be open for a general discussion which will provide insight into how other universities confront sexual harassment.*
- 1030 to 1045 BREAK
- 1045 to 1200 ORIENTATION SESSIONS FOR NEW FACULTY  
Presenters: Ann Fortin (Ottawa)  
Leah Shaw (Ottawa)  
Brenda Rennie (Lethbridge)  
*This session will include the experiences of three faculty associations when trying to introduce new faculty to the university milieu. Presenters will focus on past failures/successes and possible future plans. Input from the floor will be encouraged.*
- 1200 to 1400 LUNCH
- 1400 TO 1600 CONFLICT MANAGEMENT  
Moderator: Diane Shaw (Alberta)  
Presenters: Susan Taylor (Simon Fraser)  
Anne Feilden (Alberta)  
Monica Cutts (Manitoba)  
Sue Liberty (Guelph)  
*This session will focus on conflict management - basic techniques to handle confrontational situations. Presenters will focus on specific conflicts outlining the way they were resolved and how, in retrospect, they would handle the situation differently to change the final outcome.*

**Monday, June 22**

- 0730 - 0900 CONTINENTAL BREAKFAST

0900 to 1045

## WORKSHOP ON NEWSLETTERS

Communications - Getting the Word Out!

Presenter: Glen Brown (OCUFA - Ontario)

*This session will look at faculty association newsletters as well we will look at the use of desktop publishing to produce newsletters. Glen would like anyone with any information on desktop publishing to bring it with them to COFAS and be prepared to discuss their views and opinions. As well, we will have a Newsletter Contest, there will be various categories and no one will be singled out as having the worst newsletter. So bring a copy of your Newsletter to COFAS.*

1045 to 1100

## COFFEE MUG EXCHANGE

*For those who wish to participate, we will be exchanging coffee mugs. Bring a coffee mug with your province or University's logo on it and your name will be put in a draw. Each participant will have their choice from the collection as their name is drawn.*