

**COFAS94**  
**Stratford, Ontario**  
**Thursday, June 2 to Monday, June 6, 1994**

**Thursday June 2**

6:00 - 8:00 p.m. REGISTRATION AND RECEPTION

**Friday June 3**

8:00 - 9:00 CONTINENTAL BREAKFAST

8:30 - 9:00 REGISTRATION CONTINUES

9:00 - 12:00 SESSION 1: EFFECTIVE COMMUNICATIONS  
Guest Speaker: Dr. Loraleigh Keashly (Psychology/Guelph)

12:00 - 2:00 LUNCH

2:00 - 3:15 SESSION 2: COMPUTER STRESS RELIEF  
Panel Moderator: Aurora Wait

Sonja Breau

Pat Finn

Judy Walker

3:15 - 3:45 BREAK

3:45 - 5:00 SESSION 3: EXPANDING COFAS:  
*Professional Development Opportunities*

Robert Clift

Rebecca Davey

**Saturday June 4**

8:00 - 9:00 CONTINENTAL BREAKFAST

9:00 - 10:15 SESSION 4: ASSOCIATION DIFFERENCES AND SIMILARITIES  
Gordon Unger

10:15 - 10:45 BREAK

10:45 - 12:00 SESSION 5: SEMINAR ON EFFECTIVE NEGOTIATIONS  
Suzie Scott  
Roseanne Hood

**Sunday June 5**

8:00 - 9:00 CONTINENTAL BREAKFAST

- 9:00 - 10:15      SESSION 6: UNIVERSITY RESTRUCTURING  
Guest Speaker: Dr. Jill McCalla Vickers (Political Science/Canadian Studies, Carleton). *Dr. Vickers is chair of the Ontario Council on University Affairs' Ad Hoc Committee on Resource Allocation which is currently reviewing funding allocations to universities in Ontario.*
- 10:15 - 10:45      BREAK
- 10:45 - 12:00      SESSION 7: COFAS POLICY STATEMENT ON EMPLOYEE SECURITY IN THE WORKPLACE  
Donna Ede  
Pat Finn
- 12:00 - 2:00      LUNCH
- 2:00 - 3:15      SESSION 8: INFORMATION MANAGEMENT  
A follow-up to last year's session. *Laura Heller, OCUFA.*
- 3:15 - 3:45      BREAK
- 3:45 - 5:00      SESSION 9: DEADLINES/PLANNING  
Sylvia Johannson

**Monday June 6**

- 8:00 - 9:00      CONTINENTAL BREAKFAST
- 9:00 - 11:00      SESSION 10: WRAP UP