

ARTICLE 6. INFORMATION

6.1 Information on Members

The University agrees to provide the Association with the following information in print form, except for s. 6.1.1 and s. 6.1.3.2 which will be provided in print and in electronic form:

- 6.1.1 The University shall provide the Association with a monthly list stating the full name, employee number, rank and salary, amount of dues deducted, department, and employment start date of each Member. Any changes in the membership of the bargaining unit shall be indicated on the monthly list.
- 6.1.2 Within twenty-one (21) calendar days of a written request from the Executive Director of the Association, the Director of Staff Relations shall provide the Executive Director of the Association with all information as required by statute.
- 6.1.3 The University shall provide the Association with the following specific information:
 - 6.1.3.1 Monthly, a report on changes in the appointments of Members. This report shall include: the full names, employee numbers and departments of Members and the effective dates of each renewal or change in appointment, a tenured or a continuing appointment, or promotion.
 - 6.1.3.2 Within twenty-one (21) calendar days of a request by the Association, a list of Members stating full name, employee number, rank, years in rank, sex, department, year of birth, type of appointment, date of first full-time University of Manitoba appointment, date of first full-time appointment as a Member, base salary, stipends paid in accordance with Article 31, year of first and highest degree, and highest degree. No more than two requests shall be made in any academic year.
 - 6.1.3.3 Annually, a list of all Members by department/faculty/school/the library who have been granted leave pursuant to Articles 21 and/or 22, the type of leave and the effective dates of the leave.
 - 6.1.3.4 Within fourteen (14) calendar days of its acceptance by the Board, an electronic copy of the annual financial report of the University.
 - 6.1.3.5 Where the University communicates with all Members by way of a general communication, either directly (e.g. mail, e-mail, voicemail) or indirectly (e.g. University website, media release), it shall provide a copy of the communication to the Association at the same time.
 - 6.1.3.6 Within ten (10) working days of a request, the University shall provide to the Association an electronic copy of the Class Schedule Report, including corresponding instructors of record.

6.1.4 The University shall make available to the Association, upon written request to the Director of Staff Relations and within a reasonable time thereafter, information on Members not provided in s. 6.1.1, s. 6.1.2 or s. 6.1.3 hereof. It is understood that this section shall not be construed to require the University to compile information in the form requested if such data are not already compiled in the form requested, or to supply any confidential information.

6.2 **Information Related to Collective Bargaining**

The University and the Association agree to make available to the other party, upon written request to the Director of Staff Relations or the Executive Director of the Association and within a reasonable time thereafter, information which is reasonably required for the negotiation of an Agreement. It is understood that this section shall not be construed to require either party to compile information and statistics in the form requested if such data are not already compiled in the form requested, or to supply any confidential information.

6.3 **Information Provided by the Association**

The Association agrees to provide the University with the following information:

6.3.1 Copies of any mailings from the Association to either all its Members or all members of the bargaining unit which are not deemed to be confidential by the Association, to be sent to the University at the same time as the general mailing;

6.3.2 Copies of any statements made public by the Association;

6.3.3 An up-to-date list of the Executive of the Association and any subsequent changes.