



UWOFA Annual Meeting of Members Agenda

Tuesday, March 31, 2020
11:30 a.m. to 1:30 p.m.

Conference Call

Call to order and land acknowledgement statement.

1. Approval of the Agenda
2. Approval of Minutes of the Meeting of Members of November 14, 2019 – **EXHIBIT I**
3. Business Arising
4. President's Report: *J. Ciriello*
5. Audited Financial Statements: *B. Hawn*
Motion: That the membership approve the audited financial statements for the fiscal year ended October 31, 2019 as presented in **EXHIBIT II**.
6. Appointment of the Public Accountant: *B. Hawn*
Motion: That the membership approve appointing MNP LLP (London) as the Public Accountant.
7. Nominations of Directors and Speakers – **EXHIBIT III**: *S. Pitel* and *B. MacDougall-Shackleton*
8. Presentation of the Tom Murphy Memorial Award for Outstanding Service to UWOFA: *J. Ciriello*
The recipient for 2020 is Nigmendra Narain – biography in **EXHIBIT IV**.
9. Presentation of the CAUT Dedicated Service Award: *J. Ciriello*
Recipients for 2020 are Kim Clark, David Heap, Stephen Pitel and Ben Rubin – biographies in **EXHIBIT V**.
10. Annual Committee and Representative Reports
Questions are welcome on any of the annual reports presented in **EXHIBIT VI**.
11. New Business
12. Adjournment

Minutes
Meeting of Members of UWOFA
November 14, 2019

Speaker: Kim Clark

President: John Ciriello

The meeting was held at 1:30 p.m. in Room 258, Weldon Library. Attendance was according to the Nominal Roll. The Speaker reminded attendees that only members of the Faculty Association were permitted to vote on motions.

J. Tennant read the Land Acknowledgement statement.

1. Approval of the Agenda

MOVED: J. Davies/K. Hoffmann
That the agenda be adopted.

The motion carried unanimously.

2. Approval of Minutes of the Annual Meeting of Members of March 25, 2019

MOVED: D. Belliveau/D. Heap
That the minutes from the March 25, 2019 annual meeting of members be approved.

The motion carried unanimously.

3. Business Arising

There was no new business arising from the October 30, 2018 meeting.

4. President's Report: J. Ciriello

UWOFA Librarians and Archivists Collective Agreement 2019-23: On October 7, 2019, a tentative agreement was reached. On October 22, 2019 the bargaining unit voted 74% against ratifying the 2019-23 Librarians and Archivists Collective Agreement. The bargaining unit rejected the deal amid concerns that the agreement did not address complement and fair compensation and benefits. The bargaining unit remained in a legal strike position while the Negotiating Committee returned to the table with the Employer. On October 28, 2019 a second tentative agreement was reached. UWOFA Librarians and Archivists bargaining unit voted 89% in favour of ratifying the 2019-23 Collective Agreement. The Board of Governors vote on November 21, 2019.

J. Ciriello thanked the Negotiating Committee, Collective Bargaining Committee, Strike Action Committee, Communications Committee, and UWOFA staff for their efforts during this time.

Contract Faculty Research & Professional Development Fund: During Fair Employment Week from October 7 to 11, 2019, J. Ciriello met with Associate Vice-Presidents (Research) Jacquelyn Burkell and Kevin Shoemaker. They confirmed that they will match UWOFA's Contract Faculty Research & Professional Development Fund of \$5,000. The fund will continue to be adjudicated and administered by UWOFA.

Review of Vice-Provost (Academic Planning, Policy and Faculty): B. MacDougall-Shackleton and J. Ciriello met with reviewers to discuss Karen Campbell, Vice-Provost Academic Planning, Policy and Faculty and the Office of Faculty Relations. UWOFA expressed its concern about how the office is operating.

Employee and Family Assistance Program: The service provider for the Employee Assistance Program, now Employee and Family Assistance Program, has changed from

Family Services Thames Valley to Morneau Shepell. This decision was made after extensive consultation, according to the Employer.

Combined Financial Statements: J. Ciriello highlighted the following:

- \$148.2 million surplus
- Government and contract grants increased by \$494.5 million
- Provincial funding increased by \$2.7 million
- Student fees brought in an increase of \$25.3 million
- Endowment fund has reached \$803.8 million (an increase of 37.2% since 2014-2015)
- Salary costs have remained the same and there was an approximate 10% increase in future benefit liability

Bill 124: The wage restraint legislation imposes a three-year wage and benefit restriction of 1% for public sector workers. Bill 124 will affect the next round of faculty negotiations.

Bill 100: UWOFA is concerned with Bill 100 that was introduced by the Ontario government. Bill 100 affects UWOFA members by not allowing public sector employees to be paid a full salary past the age of sixty-five if they are collecting a pension.

Western's Strategic Mandate Agreement III: Western received information about completing the SMA3 from the Ministry of Training Colleges and Universities. SMA3 takes effect April 2020 for a five-year cycle. SMA 3 introduces a performance/outcome based funding model for all universities, determined by 11 metrics established by the government. If targets are met within a metric the University receives funding associated with that metric. If targets are not met, funding is withheld and distributed to universities that met their objectives in that metric. In 2021, 25 percent of performance based funding is tied to outcomes. By 2024, 60 percent of funding will be tied to outcomes, which translates into approximately 22 percent of Western's operating budget. The major reason claimed by the government for introducing this performance/outcome evaluation process is to "encourage alignment of post secondary education with the labour market".

Donation: UWOFA donated \$1,500 to the University of Northern British Columbia Faculty Association which has been on strike since November 7, 2019.

5. **Treasurer's Report:** *M. Loveland*

Presentation of UWOFA's budget for the fiscal year, November 1, 2019 to October 31, 2020.

M. Loveland reviewed the budget for the fiscal year November 1, 2019 to October 31, 2020. She highlighted the following:

- Interest revenue on Collective Bargaining and Grievance Reserve Fund is set aside in the event of a strike or lockout.
- UWOFA scholarships increased with the addition of two new scholarships and the increase in the amount of each scholarship from \$1,000 to \$1,250.
- Post-Employment Benefit Fund increased from \$50,000 to \$100,000 in preparation for two staff members who will be eligible to retire in the next three years.
- Transfer to Reserve Fund of \$100,000 is a new fund set up to give back to the members. A committee will be set up to decide the use of the fund that would benefit members.
- Release time is less because it is not a negotiating year.
- Honoraria increased to \$11,700 in consideration of a possible increase in payment to Part-Time members who serve on the Executive Committee and the Board of Directors.

UWOFA thanked M. Loveland for her service. M. Loveland thanked UWOFA.

6. **Nomination of Treasurer:** *D. Belliveau & B. MacDougall-Shackleton*
Michelle Loveland has given notice of resignation as treasurer and director as of December 31, 2019. Under clause 5.08 (2) of by-law 1 a new treasurer is to be chosen by the members for the remainder of the current term (January 1 to June 30, 2020).

Barry Hawn for Treasurer

Seeing no other nominations, the D. Belliveau declared nominations closed and declared Barry Hawn acclaimed as Treasurer.

7. **Update on Librarian and Archivist Negotiations:** *J. Weststar & K. Hoffmann*
J. Weststar provided an update on negotiations. The employer claimed financial restraint due to Bill 124 and Student Choice Initiative but this provided an opportunity to focus gains on workload and complement, professional autonomy and collegial governance. There were 17 bargaining sessions prior to the first tentative agreement. The bargaining unit members were willing to push for more and voted against the tentative agreement on October 22, 2019. The Negotiating Committee returned to the table with the Employer on October 25 and on October 28, 2019 reached a second tentative agreement. The bargaining unit voted in favour of the tentative agreement on November 4, 2019. One of the gains is the creation of the Librarians and Archivists Forum. The bargaining unit has never had access to collegial governance. The forum will allow Librarians and Archivists to engage and challenge the senior leadership team. The Negotiating Committee were able to negotiate a deal that was both fair and equitable. The new collective agreement makes gains on our key goals of collegial governance, complement and fair compensation.

J. Weststar thanked all those involved in negotiations.

8. **New Business:** There was no new business.

9. **Adjournment:**
MOVED: M. Loveland/K. Hoffmann
That the meeting adjourn. In the absence of any objection, **motion carried** (3:30 p.m.).

**The University of Western Ontario
Faculty Association
Financial Statements**
Year ended October 31, 2019

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The University of Western Ontario Faculty Association

Contents

For the year ended October 31, 2019

	<i>Page</i>
Independent Auditor's Report	1 - 2
Financial Statements	
Statement of Financial Position.....	3
Statement of Operations.....	4
Statement of Changes in Net Assets.....	5
Statement of Cash Flows.....	6
Notes to the Financial Statements.....	7 - 10

Independent Auditor's Report

To the Members of The University of Western Ontario Faculty Association:

Report on Financial Statements

Opinion

We have audited the financial statements of The University of Western Ontario Faculty Association (the "Association"), which comprise the statement of financial position as at October 31, 2019, and the statement of operations, changes in net assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at October 31, 2019, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

As required by the Corporations Act of Canada, we report that, in our opinion, the accounting principles in Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding period.

London, Ontario

Report Date

Chartered Professional Accountants

Licensed Public Accountants

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The University of Western Ontario Faculty Association Statement of Financial Position

As at October 31, 2019

	Operating Fund	Grievances & Collective Bargaining Fund	Total 2019	Total 2018
Assets				
Current				
Cash	\$ 772,960	\$ 177,235	\$ 950,195	\$ 649,036
Marketable securities (Note 4)	-	1,439,492	1,439,492	3,563,627
Accounts receivable	-	-	-	6,095
Interest receivable	-	116,068	116,068	57,547
Prepaid expenses	17,726	-	17,726	17,532
	790,686	1,732,795	2,523,481	4,293,837
Long term assets				
Marketable securities (Note 4)	-	3,645,699	3,645,699	1,443,000
Capital assets (Note 3)	25,215	-	25,215	48,709
	\$ 815,901	\$ 5,378,494	\$ 6,194,395	\$ 5,785,546
Liabilities				
Current				
Accounts payable and accrued liabilities	\$ 189,810	\$ -	\$ 189,810	\$ 165,519
Long-term liabilities				
Post retirement benefit obligation (Note 5)	264,900	-	264,900	223,700
	454,710	-	454,710	389,219
Fund balances				
Operating Fund	361,191	-	361,191	193,963
Grievances & Collective Bargaining Fund	-	5,378,494	5,378,494	5,202,364
	361,191	5,378,494	5,739,685	5,396,327
	\$ 815,901	\$ 5,378,494	\$ 6,194,395	\$ 5,785,546

Approved on behalf of the Board

Director

Director

The University of Western Ontario Faculty Association

Statement of Operations

For the year ended October 31, 2019

	Operating Fund	Grievances & Collective Bargaining Fund	Total 2019	Total 2018
Revenue				
Membership dues	\$ 1,914,583	\$ -	\$ 1,914,583	\$ 1,842,021
Dues for Canadian and Ontario Associations	(575,085)	-	(575,085)	(568,580)
Net membership dues	1,339,498	-	1,339,498	1,273,441
Interest income	6,109	140,130	146,239	97,490
Total Revenue	1,345,607	140,130	1,485,737	1,370,931
Expenses				
Employee wages	489,170	-	489,170	440,353
Legal fees	201,481	-	201,481	228,517
Release time	136,433	-	136,433	86,488
Administration and general	67,552	-	67,552	52,250
Negotiations and strike preparations	56,890	-	56,890	21,593
Post retirement benefit expense (Note 5)	41,200	-	41,200	22,400
Scholarships paid	34,000	-	34,000	34,000
Amortization	27,539	-	27,539	20,840
Grad club membership dues	21,018	-	21,018	18,859
Travel	19,348	-	19,348	16,825
Occupancy costs	13,079	-	13,079	13,196
SAR Program Donation	10,000	-	10,000	-
Audit fees	7,831	-	7,831	9,319
Reception	5,742	-	5,742	5,211
Research and professional fund	4,947	-	4,947	4,999
Donations	3,900	-	3,900	4,260
Consulting fees - pay equity	2,250	-	2,250	4,269
Tom Murphy award	-	-	-	10,000
Total Expenses	1,142,380	-	1,142,380	993,379
Excess of revenue over expenses for the year	\$ 203,227	\$ 140,130	\$ 343,357	\$ 377,552

The accompanying notes are an integral part of these financial statements

The University of Western Ontario Faculty Association
Statement of Changes in Net Assets

Year ended October 31, 2019

	<i>Operating Fund</i>		<i>Grievances & Collective Bargaining Fund</i>		<i>2019</i>	<i>2018</i>
Fund Balances, beginning of year	\$	193,964	\$	5,202,364	\$ 5,396,328	\$ 5,018,775
Excess of revenues over expenses		203,227		140,130	343,357	377,552
Interfund transfers (Note 8)		(36,000)		36,000	-	-
Fund Balances, end of year		361,191		5,378,494	5,739,685	5,396,327

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The University of Western Ontario Faculty Association
Statement of Cash Flows

For the year ended October 31, 2019

	2019	2018
Cash provided by the following activities		
Operating		
Excess of revenues over expenses for the year	\$ 343,357	\$ 377,552
Adjustments for		
Amortization	\$ 27,539	\$ 20,840
	370,896	398,392
Changes in working capital accounts		
Accounts receivable	6,095	(6,095)
Prepaid expenses	(194)	(1,287)
Interest receivable	(58,521)	23,218
Accounts payable and accrued liabilities	24,291	(47,397)
Post retirement benefit obligation	41,200	22,400
	383,767	389,231
Investing		
Purchase of property, plant and equipment	(4,424)	(9,203)
Purchase of marketable securities	(78,184)	(117,775)
	(82,608)	(126,978)
Increase in cash resources	301,159	262,253
Cash resources, beginning of year	649,036	386,783
Cash resources, end of year	\$ 950,195	\$ 649,036
Cash resources are comprised of:		
Cash - operating fund	\$ 772,960	\$ 510,846
Cash - grievances and collective bargaining fund	177,235	138,190
	\$ 950,195	\$ 649,036

The accompanying notes are an integral part of these financial statements

The University of Western Ontario Faculty Association Notes to the Financial Statements

For the year ended October 31, 2019

1. Purpose of the organization

The University of Western Ontario Faculty Association ("the Association") is the certified bargaining agent for faculty teaching at least a half University degree credit course in each of two of the last three fiscal years and for librarians and archivists at The University of Western Ontario ("the University"). As a non-profit organization, the Association is not subject to income taxes on any earned income.

2. Significant accounting policies

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

Fund accounting

The Association has the following funds:

(i) Operating Fund - Unrestricted

The operating fund accounts for the day to day operating activities of the Association.

(ii) Grievance & Collective Bargaining Fund - Internally Restricted

This amount is internally restricted by the Membership of the Association for contingencies, for the payment of expenses associated with legal advice and arbitration arising from grievances and rights cases and/or expenses associated with collective bargaining in excess of budget and as a means of providing funds in the event of a strike.

Property, plant and equipment

Property, plant and equipment are recorded at cost. The company provides for amortization using the following methods at rates designed to amortize the cost of the property, plant and equipment over their useful lives. The annual amortization rates and methods are as follows:

Furniture and fixtures	Declining balance	20%
Computer equipment	Straight-line	3 years
Computer software	Straight-line	3 years
Website development costs	Straight-line	3 years

Capital assets are amortized using the half-year rule in the year of addition.

Revenue recognition

The Association follows the deferral method of accounting for contributions and operating revenues. All membership fee revenue is recorded as revenue in the period to which it relates. Where a portion of revenue is related to a future period, it is deferred and recognized in the subsequent period.

Interest income is recognized as revenue when earned.

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires directors and management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. By their nature, these estimates are subject to measurement uncertainty. These estimates are reviewed periodically and adjustments are made to income in the year which they become known. The accounts specifically affected by estimates in these financial statements are the useful life of property, plant and equipment and employee future benefits. Actual results may vary from these estimates.

The University of Western Ontario Faculty Association
Notes to the Financial Statements
For the year ended October 31, 2019

2. Significant accounting policies (continued from previous page)

Employee future benefits

The Association provides medical, dental and life insurance benefits to eligible employees. This plan is managed by The University of Western Ontario. The Association accrues post retirement benefits for the eligible administrative staff, with the cost of these benefits being actuarially determined using the projected benefit method. Differences arising from plan amendments, changes in assumptions and actuarial gains and losses are recognized in income as they are incurred.

The Association sponsors pension plans for its administrative staff. The benefits provided under the plans are defined contribution.

Cash and cash equivalents

Included in cash is savings account investments earning interest at 0.5% - 1.95%, as well as the Associations credit union share.

Financial instruments

Measurement of financial instruments

The Association initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument.

The Association subsequently measures its financial assets and financial liabilities at amortized cost, except for equity securities quoted in an active market, which are subsequently measured at fair value.

Financial assets measured at amortized cost include cash, accounts receivable, GIC investments and interest receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of possible impairment. When a significant adverse change has occurred during the period in the expected timing or amount of future cash flows from the financial asset or group of assets, a write-down is recognized in the statement of operations. The write down reflects the difference between the carrying amount and the higher of:

- a. the present value of the cash flows expected to be generated by the asset or group of assets;
- b. the amount that could be realized by selling the assets or group of assets;
- c. the net realizable value of any collateral held to secure repayment of the assets or group of assets.

When the event occurring after the impairment confirms that a reversal is necessary, the reversal is recognized in the statement of operations up to the amount of the previously recognized impairment.

The University of Western Ontario Faculty Association

Notes to the Financial Statements

For the year ended October 31, 2019

3. Property, plant and equipment

	2019		2018	
	Cost	Accumulated amortization	Net	Net
Furniture and fixtures	47,738	35,473	12,265	14,583
Computer equipment	46,503	42,071	4,432	3,355
Computer software	26,812	23,987	2,825	9,982
Website development costs	68,454	62,761	5,693	20,789
	189,507	164,292	25,215	48,709

The amortization for 2019 was \$27,539 (2018 - \$20,840).

4. Marketable securities

The grievance and collective bargaining fund held the following investment portfolios at year end:

	2019	2018
BMO Nesbitt Burns - GICs of multiple institutions	926,606	3,058,859
Libro GICs	512,886	504,768
Total short term investments	1,439,492	3,563,627
BMO Nesbitt Burns - GICs of multiple institutions	3,645,699	1,443,000
Total short and long term investments	5,085,191	5,006,627

Short-term marketable securities represent amounts with maturity dates due within a year of the year-end date. Interest rates on the short-term GICs range from 1.65% to 2.75% with maturity dates between November 22, 2019 and April 10, 2020. Long-term marketable securities represent amounts with maturity dates beyond one year of the year-end date. Interest rates on the long-term GICs range from 2.25% to 3.25% with maturity dates between December 1, 2020 and February 7, 2022.

5. Employee future benefits

The Association has a defined contribution pension plan for the administrative staff. During the year the Association's contributions to the pension plan were \$32,428 (2018 - \$29,801). The fair value of plan assets for the year was \$Nil (2018 - \$Nil).

The accrued benefit liability relating to the post retirement benefits is \$264,900 (2018 - \$223,700). This liability has been recorded in the financial statements.

The most recent actuarial valuation was completed as of April 30, 2019.

	2019	2018
Current service costs	14,900	14,400
Interest costs	8,800	8,000
Actuarial loss	17,500	-
Net benefit plan expense/loss	41,200	22,400

The University of Western Ontario Faculty Association Notes to the Financial Statements

For the year ended October 31, 2019

5. Employee future benefits (continued from previous page)

The significant actuarial assumptions adopted in measuring the Association's accrued benefit obligation expense are as follows:

	2019	2018
Discount rate - post-retirement	3.40%	3.70%
Medical trend rate	5.50%	5.75%
Dental trend rate	2.75%	2.75%

6. Interfund transfers

During the period, \$36,000 was transferred from the Operating Fund to the Grievances & Collective Bargaining Fund through twelve transfers of \$3,000 each. No amount was transferred from the Grievances & Collective Bargaining Fund to the Operating fund. These transfers were approved by the Board of Directors.

7. Financial instruments

Unless otherwise noted it is management's opinion that the Association is not exposed to significant risks from financial instruments. There have been no changes in the Association's risk exposures from the prior year.

Credit risk

The financial instruments that potentially subject the Association to a significant concentration of credit risk consist primarily of cash. The Association mitigates its exposure to credit loss by placing its cash with major financial institutions.

Market risk

The Association is exposed to market rate risk through possible future changes in market rates for current marketable securities. The Association does not use financial instruments to reduce its risk exposure.

Liquidity risk

Liquidity risk is the risk that the Association will not be able to meet its obligations as they become due. The Association manages this risk by establishing budgets and funding plans and by levying sufficient membership dues to fund its expenses. Cash is held in an interest bearing account which provides a rate of return as well as liquidity.

2020-21 UWOFA ELECTIONS

Slate of Nominees

Vice-President	Nigmendra Narain
Treasurer	Barry Hawn

Designated Faculty Seats (two year terms: July 1, 2020 to June 30, 2022)

Education	Barbara Fenesi
Engineering	Abouzar Sadrekarimi
Ivey	John Wilson
Law	Jason Neyers
Music	Ed Goehring
Schulich School of Medicine & Dentistry	Les Kalman

Designated Faculty Seat (one year term: July 1, 2020 to June 30, 2021)

Social Science	Tony Weis
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Designated Membership Seat (two year term: July 1, 2020 to June 30, 2022)

Limited Term Membership	Jamie Johnston
Part-Time Membership	Luke Arnott

At-large Seats (two year terms: July 1, 2020 to June 30, 2022)

Librarian or Archivist Member	Brian McMillan
Full-Time Member	Marc Joanisse

At-large Seat (one year term: July 1, 2020 to June 30, 2021)

Part-Time Member	Nina Zitani
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Speaker for UWOFA (one year term)	Kelly Olson
Speaker for UWOFA-LA (one year term)	Erin Johnson
Secretary for UWOFA-LA (one year term)	Liz Hill

For Information: Continuing Officers and Directors in 2020-21

President	Beth MacDougall-Shackleton
Past President	John Ciriello
Secretary	Vicki Olds

Designated Faculty Seats

Arts & Humanities	Erica Lawson
FIMS	John Reed
Health Sciences	Harry Prapavessis
Science	Felix Lee

Designated Membership Seats

Librarians and Archivists	Roxanne Isard
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At-Large Seats

Full-Time Members	Ben Rubin and Kim Verwaayen
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The Tom Murphy Memorial Award

The Tom Murphy Memorial Award for Outstanding Service to UWOFa was established in honour of the late Tom Murphy. Tom was a long-standing contract faculty member in the Department of Sociology who was involved in UWOFa since certification in 1998, serving as a director for four terms, as a member of the executive committee, and as a member of the Policy and Governance Committee. Tom also served UWOFa in other ways, notably as UWOFa's representative on the Parking Appeals Committee. Perhaps most importantly, Tom was a long-standing member and co-chair of the Committee for Contract Faculty. This award recognizes the exemplary hard work and commitment of a contract faculty member to the work of UWOFa.

2020 Winner – Nigmendra Narain

Nigmendra Narain has been at Western University since 2000 and has been an active member of UWOFa since 2014. Nig was a dynamic and effective member of the Strike Action Committee during faculty negotiations in 2018 and he brought that same energy to the librarians and archivists again in 2019. In 2019 he chaired the Information Technology subcommittee of the Strike Services Committee, where his expertise and dedication to the technical aspects of building the infrastructure in the event of a strike were invaluable. His commitment to UWOFa and his expertise made sure UWOFa was ready. More broadly, his enthusiasm, experience and support has contributed directly to the success of our strike preparations efforts. Nig sees the big picture yet shows strong empathy for individuals. Throughout negotiations he helped the Strike Action Committee stay grounded with his calm, practical advice and offered comic relief with his quirky sense of humour. The committee quickly became accustomed to his cheerful refrain, "Team work makes the dream work," which was both a motivating message and a constant reminder of the importance of solidarity. In addition he has served on the Board of Directors and the Executive Committee representing limited-term membership. Nig is respected by other members, exemplifies the values of UWOFa and is a worthy recipient of this prestigious honour.

2019-2020 Recipients of the CAUT Dedicated Service Award

In the fall of 2019 the Executive Committee voted unanimously to nominate the following UWOFA members as recipients of the CAUT Dedicated Service Award.

Kim Clark

Kim Clark has served UWOFA for more than a decade. She was an active member of PACFED which was the catalyst for the establishment of the Certification Committee that unionized Western faculty members. She has served as the UWOFA representative on various university-wide committees and was instrumental in establishing the University Childcare Centre. In 2005 she served as Vice-President of the association and was co-chair of the Grievance Committee. She served as President during faculty bargaining and as interim co-chair of the Joint Committee for the implementation of the first Librarians' and Archivists' Collective Agreement. For the last four years she has served as UWOFA Speaker.

David Heap

David Heap has served UWOFA in several significant ways for more than a decade. He was an active member of UWOFA's certification campaign and was instrumental in gathering the necessary union card signatures. During the early rounds of bargaining he ensured members were kept informed by writing numerous Bargaining Bulletins and he has acted as Chair of the Communications Committee. David has served on the Board of Directors and has been a committed member of the faculty and the librarians and archivists Strike Action Committee serving as picket captain in 2011 and as co-chair in 2014, 2018 and 2019. He has been the UWOFA representative on many Western committees and is the UWOFA observer on the London District Labour Council. More recently he received the United Way Labour Appreciation award for his service to the London community. He is currently a CAUT Defence Fund trustee.

Ben Rubin

Ben Rubin has provided valuable service to UWOFA over many years. He is member of the Board of Directors and a member of OCUFA's Committee on Contract Faculty and Faculty Complement. During Fair Employment Week he organized events for part-time and limited-term faculty members and was the driving force behind instituting UWOFA's Contract Faculty Research and Professional Development Fund. He was a member of UWOFA's Ad-hoc Committee to scrutinize and evaluate Western's finances. He was the co-chair of the Committee for Contract Faculty and is UWOFA's Faculty Representative in the Biology department.

Stephen Pitel

Stephen Pitel has served UWOFA in several key roles. He was Speaker of UWOFA and then served as Vice-President, President and Past President. His knowledge and leadership ensured UWOFA's corporate reorganization in 2017 was a success. He played a major role in defining the bargaining goals for the last round of faculty negotiations and has represented UWOFA on the Provost's Ad Hoc Committee on Freedom of Expression and Western's Scholars at Risk Committee. UWOFA benefits from his attention to detail, accuracy and fairness. He continues to be a member of the Policy and Governance Committee and chair of the Faculty Representatives Council. Stephen is an indispensable member of UWOFA and his dedication to the association makes him a valuable resource.

Annual Committee Reports

Collective Bargaining Committee (Librarians and Archivists)

Chair: Kristin Hoffmann (Deputy Chief Negotiator)

Members: Samuel Cassady (negotiating committee), Cindy Cossar-Jones (UWOFA Professional Officer, negotiating committee), John Costella, Marni Harrington (negotiating committee), Denise Horoky, Brian McMillan, Sam Trosow (negotiating committee), Courtney Waugh, Johanna Weststar (Chief Negotiator), Cheryl Woods

Meetings this academic year: October 1, 2019; October 23, 2019; October 28, 2019

The Collective Bargaining Committee (CBC) acts to support the Negotiating Committee in collective bargaining; it is struck for that purpose and not a Standing Committee of UWOFA. The CBC is comprised of all members of the Negotiating Committee plus additional members. The CBC was especially active in the 2018-19 year as we prepared for bargaining to begin in spring 2019.

Once bargaining began in June 2019, the CBC did not have regular meetings, but remained available to advise the negotiation team as necessary. CBC members were invited to join a negotiating team caucus meeting as the team prepared for bargaining in the days before the October 8 strike deadline. Following the bargaining unit's rejection of the first tentative agreement, CBC members also joined the negotiating team in a caucus meeting. CBC members provided valuable advice and insight on the day prior to the October 29 strike deadline.

After ratification of the tentative agreement, CBC members who were not also members of the negotiating team prepared a report for the UWOFA Board about how bargaining went, with the intent of continuously improving UWOFA's processes.

Committee for Contract Faculty

Co-Chairs: Lauren Barr, Nigmendra Narain

Members: Lauren Cayen, Leigh MacDonald, Christina Maco, Peter Krats, Benjamin Rubin

Meetings this academic year: November 22, late March (tbd)

Concerns raised:

1. Full-time Teaching-designated positions and members asked for more information, so it was suggested some sort of information session be organized when details are firmed up and the process is known.
2. Connection between CF on different campuses should be regularized as per the OCUFA event (below).
3. Data: how many total LDs and LTs? Which units and where?
4. Meeting times issues as many LDs and LTs have extensive teaching roles which make meeting times difficult.

Highlights of this year's activities:

1. Distributed materials provided by OCUFA but UWOFA did not organize a Fair Employment Week due to leadership transition, but members were encouraged to participate in online OCUFA activities.
2. As noted in the UWOFA OCUFA representatives' report as well: UWOFA organized with OCUFA an inter-campus meeting at UWO. Union representatives from Brescia, King's, Huron and Main campuses met with OCUFA representatives and representatives from other Ontario campuses via video conference, to discuss concerns and challenges, share information and best-practices, and encourage solidarity and support. The formal meeting was followed by an informal meeting between the UWO campuses.

3. Continued the “take an administrator to lunch” program for CF members to invite an administrator in their academic unit, faculty or senior administration to lunch at UWOFA’s expense (no takers to date).
4. Organizing competition of the UWOFA Contract Faculty Research and Professional Development Fund. CCF is hoping to have an increase in the amount allocated for the CFRPDF; working with the President and Board, this possibility is under exploration. Some CCF Members have already agreed to volunteer as possible adjudicators.

Communications Committee

Members: Darlene Bullard, Erin Johnson (with Alison Hearn and John Reed in 2019)

The Communications Committee (CC) is a standing committee of UWOFA. It works closely with UWOFA’s Communications Officer and reports directly to the President, Executive and Board. Some of the regular work of the CC includes producing *Faculty Times* and *Bargaining Bulletins* (BBs), and overseeing any changes to website content and to our social media presence. Additionally, the CC writing press releases, preparing the president for press interviews and composing the President’s emails to members (if asked), designing and implementing community awareness campaigns (such as UWOFA Works), and dealing with all messaging and communication issues (to members and the broader community) as they arise.

During a negotiating year, the CC works to support and enhance the overall bargaining goals of UWOFA. Through the development of a clear messaging strategy, the CC works to mobilize members and community support to UWOFA’s cause. The CC also works very closely with the Strike Action Committee (SAC), attending and reporting at all its meetings, in order to support their work in any way required.

Due to a contentious negotiation, the CC worked hard to ensure UWOFA supported the LA group despite being a smaller unit compared to the faculty.

- In the late summer, when it was clear that bargaining for the Librarians and Archivists was not going as planned, the CC developed a campaign, messaging strategy, and produced regular Bargaining Bulletins to keep the membership updated.
- The campaign consisted of posters, flyers, buttons and T-Shirts with the “Get Loud” message. Social media posts all used the hashtag “GetLoud”.
- The website was updated to support the campaign with stories of our librarians, letters of support from across the country, a write in campaign and a page where our members and supporters could download strike support materials including images to replace their profile pictures on their own social media accounts.
- The “write in campaign” was a widget on our website that allowed supporters to send a message to Western’s senior administration and Chair of the Board of Governors. The total number of emails sent was 667.
- Prior to the strike vote, we produced “Vote Yes” posters.
- Once conciliation and then a strike deadline was announced, we:
 - Worked closely with SAC to ensure buttons and flyers were available for several leafletting events.
 - Took part in all rallies to take photographs, co-ordinate with media, and post stories on UWOFA.ca.
 - Produced 16 Bargaining Bulletins.
 - Produced two videos, one from the President and another from a Faculty member in support of the LAs.
 - Produced Strike FAQs for both members and students.
 - Circulated flyer images, links to the email widget, BBs and Strike FAQs on our social media pages.
 - Designed and circulated PowerPoint slides with information about what a strike might mean for members to use with students.

- Wrote press releases when necessary, and responded to press queries.
- Prepared the President to deal with press requests and helped compose his emails to members throughout the bargaining process.
- On the night of the strike deadline, designed and implemented a series of light 'projections' of UWOFA's message on to Western buildings, and then circulated pictures of these projections on social media.

On October 7 the negotiating team reached a tentative agreement with the Employer and the work of the CC effectively came to an end. However, almost two weeks later, on October 22, when the Librarian and Archivists bargaining unit rejected the deal from the employer, the CC was left scrambling to reignite a campaign that had for all intents and purposes, been put to rest.

On October 24, the Chair of the Communication Committee submitted her resignation and a senior member of the committee also resigned.

With the rejection of the tentative agreement, the SAC was anxious to reinvigorate the unit and set a new strike deadline although the Board and President were more cautious and wanted to give the two sides an opportunity to reach an agreement. These competing agendas were manageable but more consultation between SAC and the Board would have ameliorated this issue.

Other initiatives after collective bargaining were

1. a review of the website with a mandate to increase traffic. Minor changes have been made to make the site more user friendly. The content management system that UWOFA currently uses must be upgraded to Drupal 8.0 during 2020 when current version 7.0 will no longer be supported.
2. a review of Faculty Times that included a member survey
3. design and distribution of new Faculty Reps newsletter and door signage
4. preliminary investigation of providers for electronic newsletter
5. preliminary discussions with Board to production of annual Report to Members to be produced after AGM (for posting on web site in year 1)

Dependents' Tuition Scholarship Plan Committee

Chair: Vaughan Radcliffe

Members: Michael Boffa, Barry Hawn, John Wilson

The Dependents' Tuition Scholarship (DTSP) Committee provides oversight to the DTSP program and where needed reviews cases for program eligibility, liaising with university staff who administer the plan. The Committee appreciates the continued diligence of members of the Registrar's Office in this regard. The UWOFA Board has provided guidance on certain program policies in relation to financial management. In general the Board has encouraged continuance of a conservative approach. It is our intent that any increases in scholarship levels be sustainable such that scholarship recipients are able to count on the value of the award throughout the period in which they meet conditions of eligibility. The Board has delegated its authority in program appeals to the DTSP Committee and the committee's decisions are final.

The accounts presented feature calendar year numbers for 2019. This is the second year that the DTSP committee has reported calendar year numbers to this meeting so as to allow the presentation of statements on a full twelve months results in time for the UWOFA General Meeting and hence presentation of a full year long operating cycle, thus providing better information for plan members. The prior reporting date of March had historically been driven by the date of the UWOFA General Meeting and meant that only nine months' data was reported. We will use additional financial information in the form of financial year May-April accounts for plan financial management and specifically decision making by the UWOFA Board concerning scholarship levels. The total scholarships awarded represent some 273 scholarship awards during calendar year 2019, an increase of 30 over 2018, indicating a high level of use of the program.

Though the current numbers presently show a surplus this could change due to seasonality in scholarship awards, timing and other factors. Note also that we continue to benefit from a previous windfall \$465,117 amount relating to underpayment by Western in relation to clinicians. When credited to the fund this increased the fund balance considerably. The committee will review plan finances in the summer once more complete financial information is available and make a recommendation to the UWOFB Board regarding scholarship levels for the coming year. Due to our preference that a scholarship level once declared should not be cut, we must be wholly confident that increases are sustainable when declaring them.

Extension of the deadline for receipt of awards to June 30 has markedly lowered appeals and other inquiries. One source of appeals concerns failure of a student to maintain the required GPA. In such cases confidentiality rules prevent staff from disclosing academic results. After reviewing other elements of plan eligibility colleagues wondering about a failure to receive an award may wish to make close inquiries with their dependent student as to recent academic progress.

Colleagues are reminded that DTSP Scholarships can be applied for as soon as the forms are available at the start of the fall term, using last year's academic grades (university or high school) as support. Many wait until the end of the academic year, when they could have made good use of funds when first available.

**Faculty and Librarian Dependents' Tuition Scholarship Plan
Income Statement
For the 2019 calendar year, with comparative information for
2018**

	2019	2018
	<u>\$</u>	<u>\$</u>
Balance Forward	1,981,504	1,680,931
Revenue		
Scholarship Fees	1,545,876	1,486,679
Interest Income	25,543	8,024
	<u>1,571,419</u>	<u>1,494,703</u>
Expenses		
Scholarships	(1,313,495)	(1,194,130)
Operating 12 month surplus/(deficit)	<u>257,924</u>	<u>300,573</u>
Closing Balance	<u><u>2,239,428</u></u>	<u><u>1,981,504</u></u>

Equity Committee

Co-Chairs: Beth Lee and Treena Orchard

Members: Shantanu Basu, Pamela Block, Denise Horoky, Kim Verwaayen

Meeting this academic year: Equity Member Meeting: November 15, 2019, Co-chairs and the UWOFA Communications Officer (Darlene Bullard) Meeting: January 9, 2020

Highlights of this year's activities:

1. We have been working with the UWOFA communications team to initiate "Equity Profiles". This aims to highlight any UWOFA members who undertake equity-related work worthy of profiling. The first equity profiles will be featured in the first upcoming UWOFA newsletter.
2. We plan to increase representation of the "everyday" nature of equity and inequity issues among members. We are in the process of collecting members' personal and professional stories about their everyday experiences of equity and inequity. Ultimately, we plan to include these stories in the UWOFA newsletter.

Faculty Representatives Council

Chair: Stephen Pitel

After discussions in both the Executive Committee and the Policy and Governance Committee, UWOFA decided to maintain the Faculty Representatives Council with the form and objectives identified in the amendments to By-Law 5 made by the membership in the spring of 2019. As a result, in January 2020 the chair worked to better identify the representative for each unit and to find several new representatives, particularly in the Faculty of Engineering. As of late February 2020 there are 39 representatives and 9 vacancies (with 3 vacancies in each of the Faculty of Medicine and Dentistry and the Faculty of Health Sciences). While the council has not had a formal meeting, the chair and the Communications Officer resumed providing monthly communications to the representatives and took steps to provide them with information about their role and responsibilities, including the updating of the Faculty Representatives Handbook (available online). To increase visibility, "Ask Me" door signs were created and distributed to each representative. Going forward, the plan is to have an event that would both recognize the representatives for their efforts and provide some training for them in addressing issues raised by members in their unit. Lerner LLP has agreed to sponsor this half-day event, which could be held either this spring or at the start of the 2020-21 academic year.

Grievance Committee

Chair and Grievance Officer: Kathleen Fraser

Committee Members: Cody Barteet, Elizabeth Bruton, Albert Katz, Neil Klar, Steven Laviolette, Lynne McKechnie, Hristo Sendov, Warren Steele, Marisa Tippet, Liana Zanette

Ex-Officio Members: Dan Belliveau, John Ciriello, Stephen Pitel, Johanna Weststar

Professional Officer: Cindy Cossar-Jones

Member Services Officer: Lina Rodriguez

We have experienced this reporting year a 33% increase in number of Members contacting UWOFA for assistance. Part of the increase we believe is due to the increased visibility of UWOFA in its communications, making Members more engaged and leading to more questions about work and working conditions. Part of the increase in our caseloads can be attributed to government legislation and changing university policies, resulting in the Employer taking many more concerns very seriously because of their obligations. Another aspect of the increase in workload related to legislation and policies is the increasing complexity of individual files, resulting in more due diligence requirements on the part of UWOFA. In the year ahead, we will be monitoring the impact on Members of two significant

changes in the current Collective Agreement in the Academic Responsibilities of Members and Annual Performance Evaluation Articles.

The first point of contact for most of our Members is usually Cindy Cossar-Jones, UWOFAs Professional Officer, or Lina Rodriguez, UWOFAs Member Services Officer. I want to thank them for their knowledge of policies, Collective Agreements, and, above all, their exceptional interpersonal skills. Our Members are often quite stressed when they first contact UWOFAs. We are very fortunate that Cindy and Lina provide outstanding support to our Members.

I would also like to thank our Case Officers for their patient and painstaking work with our Members, shepherding our Members through some difficult, challenging moments, including the Investigation processes and other aspects of their professional lives. The Case Officers stay in contact with Members in these situations, often beyond the conclusion of the case.

The Grievance Committee would like to thank the ex-officio members of the Committee for their guidance and support.

Librarians and Archivists Stewards Committee

Chair and Chief Steward: Roxanne Isard

Stewards and their related constituencies:

Denise Horoky (Teaching and Learning)

Christina Zoricic (Content Management, Discovery and Access)

John Sadler (User Experience and Student Engagement) retired as of June 2019, replaced by Matthew Barry

Cindy Cossar-Jones (UWOFAs Professional Officer)

John Costella (UWOFAs-LA Joint Committee Representative) – retired from committee June 2019, replaced by Kristin Hoffmann

Lina Rodriguez (UWOFAs Member Services Officer)

Kristin Hoffman (FIMS and Research and Scholarly Communications) replaced by Courtney Waugh

Anne Quirk (Archives and Special Collections)

In accordance with UWOFAs By-law 4, the committee meets monthly to provide a discussion forum for issues arising from and centering on the UWOFAs-LA Collective Agreement and questions raised by UWOFAs-LA Members. During this reporting period (July 1, 2019 - present) the committee met once monthly.

Member questions mostly related to various aspects of Western Libraries' contract negotiations as well as lingering questions regarding the Organizational Renewal such as the work of the Librarian Assistants and to what extent now that their UWOSA employee job descriptions have changed. Volunteer retirement incentive not being offered to L&As an issue as well.

Highlights of this year's activities:

1. Stewards organized and hosted a session titled "Less Is Not More": A Facilitated Discussion. As we have experienced the re-organization in Western Libraries, un-filled staff positions, and budget pressures being exerted on Western as a whole, many have felt pressure to "do more with less." In this facilitated discussion we explored what this has looked like for us and worked through sample scenarios to equip Members with strategies for resisting these pressures. To prepare we asked UWOFAs-LA Members to read the brief article in American Libraries by Meredith Farkas, "Less Is Not More: Rejecting Resilience Narratives for Library Workers," available at <https://americanlibrariesmagazine.org/2017/11/01/resilience-less-is-not-more/>.
2. Mobilization Committee for the Strike Action Committee. Leafletting, rallies, tallied votes etc. UWOFAs Librarians and Archivists received the Change Maker Award from the United Way of

Elgin Middlesex. The Nomination Committee unanimously supported the PSAC 610 nomination.

Coming up:

1. We are in the process of setting up a session titled “Crucial Conversations” by VitalSmarts. This will be a full-day workshop or two half-day workshops. The workshop is designed to provide a toolkit for helping Members have meaningful discussions with others. Concepts discussed for example: asking about what story you’re telling yourself; being mindful about listening rather than waiting to say what you want to say next; separating facts from feelings.
2. The LASC was in agreement that UWOFA-LA Members should have a Members-only meeting prior to the ‘Library Forum’s’ inaugural meeting where Senior Leadership will be represented. This will take place mid March. The meeting will help our Members better understand what the Forum will be, what our role is, what the Forum can do for us. We will emphasize the importance of being active participants in this process of greater professional autonomy and the forum is the environment where we can have a voice and hold SLT accountable to recommendations. Members will need to do homework prior to by reading the article about Library Councils written by Eva Revitt and Sean Luyk and linking to Faculty Council constitutions (or direct people to select Council constitutions).

Pension and Benefits Committee

Chair: Barry Hawn

Members: Roger Khayat, Desmond McKeon, Christina Maco, Vicki Olds, Robert Pilling, David Sandomierski, Frank Schumacher, Ruth Ann Strickland, Johanna Weststar

The Pension and Benefits Committee’s main focus this year is on member education surrounding pension options that are potentially available for consideration in the next round of collective bargaining. The goal is to provide members with the necessary information to appropriately answer the question as to whether or not the next round of bargaining should focus on a change to our current pension arrangement (i.e. consider some form of defined benefit plan in lieu of the current defined contribution plan that is currently in place).

To accomplish this task the committee is going to research two potential options – the University Pension Plan (UPP) that currently has the University of Toronto, Queens, Guelph and Trent as members. Trent is the newest member and the committee is intending on reaching out to them to see how they handled the transition (note that Trent already had their own defined benefit plan prior to joining the UPP).

The committee is also going to reach out to Laurentian University as well. Laurentian currently has a D.C. plan but has a strong interest in converting to a D.B. plan. It is our understanding that Laurentian is considering joining the CAAT (Colleges of Applied Arts and Technology) pension plan. The committee is also going to reach out to CAAT to see if they are interested in meeting with us. The committee will reach out to OCUFA to see if they are able to provide us with education materials we can share with our members.

Barry, as the current Chair of the committee, attended the “Full Day Financial & Pre-Retirement Planning Workshop” put on by Morneau Shepell and found it to be quite a good resource for our members. This particular workshop is historically well attended, but Western notes that the participation rate in many of the other on campus training sessions provided by Sunlife/Morneau Shepell are not as well attended as they hope that they would be.

Part-time (limited duties) and grad student participation in the pension plan is very low (in the 20-25% range). Western would like to see those numbers climb as these individuals are leaving significant compensation on the table in the form of the employer contribution. The P&B Committee chose to not

take direct action to contact either limited duties faculty or graduate students under the assumption that communication from UWOFA would not be any more effective than the significant written and email communication received from both Western and Sunlife. The committee has encouraged Western to consider engaging PSAC and SOGS and asking them to directly engage their members regarding this matter. Western has said they will do so. The committee also encourages the Contract Faculty Committee to discuss this issue to see if there is anything that committee can/desires to do in this regard.

Finally, Alex Mazer, a pension consultant is going to meet with the P&B Committee on April 1st to provide some pro-bono consultation to us regarding the above mentioned member education surrounding the D.C. vs. D.B. debate. Great thanks to David Sandomierski for arranging this wonderful opportunity.

Policy and Governance Committee

Chair: Beth MacDougall-Shackleton

Membership: Cindy Cossar-Jones, Jane Laforge, Nigmendra Narain, Vicki Olds, Stephen Pitel

Meetings this year: November 28, January 7

Land Acknowledgment Policy: The committee reviewed and refreshed UWOFA's Land Acknowledgment Statement, in consultation with Western's special advisor on Indigenous Initiatives. Among other updates, the revised Statement now mentions specific treaties associated with the land on which UWO is situated. The revised policy also allows the speaker to personalize the statement if desired. These revisions were approved by UWOFA's Board of Directors at the January 2020 meeting.

Release Time and Payment in Lieu Policy (formerly Release Time Policy): The committee recommended clarifications regarding minimum release time associated with serving as Treasurer or Secretary (or payment in lieu of release time, in the case of part-time Members without a service component to their workload); and clarifications on the banking of release time. We also recommended an increased payment in lieu of release time provided to Part-Time Members serving on UWOFA's Board or Executive or chairing/ co-chairing an Association committee. The new policy was approved by UWOFA's Board of Directors at the January 2020 meeting.

Salary Committee

Chair: Jim Davies

Members: John Ciriello, Kristin Hoffmann, Beth MacDougall-Shackleton, Christina Maco, Vicki Olds, Terry Sicular

Thanks also to: Vicki Olds for her continued advice and assistance, especially with regard to contract academic faculty issues; and to Ann Bigelow and Vince Gray for their long and distinguished service on the committee before their retirement from UWO in 2019.

The Salary Committee's main activities this year were research and responding to member inquiries. The committee looks at faculty salary data at Western and its comparators, settlements elsewhere, and other developments. OCUFA provides valuable data and analyses that help with this work.

Faculty salary data for all Canadian universities was provided up to 2011 by Statistics Canada through its UCASS survey. The survey was terminated by the Harper government at that point, but the employer-side organization OCAV then stepped in to collect the data. In 2017, Statistics Canada was able to revive UCASS, and we now have the national results up to the 2018-19 salary year. Comparative data for librarian & archivist salaries is less plentiful but is provided both by the American Association of Research Libraries (AARL) and the Canadian Association of Research Libraries (CARL).

Among the other aspects the Committee monitors is career progress schemes at comparator universities and how they compare with those at Western. A significant improvement in amounts awarded to faculty under Western's Performance-Linked Career Progress (PLCP) system was achieved in the 2018-2022 collective agreement. This is something that UWOPA has been trying to achieve for many years. The Salary Committee is heartened by this breakthrough.

The current chair of the committee retires from UWO on June 30th.

Reports from UWOFA Appointees to Western Committees, Committees mandated under the Collective Agreements and external Committees:

Award for Excellence Selection Committee (University Staff)

UWOFA Representative: Nigmendra Narain

(Report prepared by John Ciriello, former UWOFA Representative)

The Western Award of Excellence, launched in 2005, is the highest level of campus-wide recognition for exceptional performance at Western University for staff. Since inception, 122 Western University staff members have received this award. Normally 80-100 nominations are received by the Office of Human Resources from faculty, staff, students and alumni for a staff member or a team of staff members that have made an outstanding contribution to not only the campus community, but also London community over a number of years. The selection committee is composed of members from several employee groups on campus: an UWOFA representative (John Ciriello), a PMA/CUPE staff representative, a Western Alumni, a representative from USC/SOGS, a representative from Human Resources, and normally a past recipient. UWOFA representative for the up-coming year will be Nigmendra Narain. The committee is mandated with the responsibility for acknowledging excellence in the workplace by Western University staff members.

The Awards committee normally meets 2-3 times during the summer (although these dates have varied in the past). Each committee member reviews and ranks the nominations received university wide for the award. After the review process, the committee meets to discuss and finalize a list of up to 7 individuals or university staff groups for the Western Award of Excellence presented in the autumn of each year. In addition, all nominees are recognized for their contribution to making Western University a better workplace.

The 2019 recipients were formally recognized at the Western Award of Excellence Ceremony in October in the Conron Hall. The 2019 recipients selected by the Awards Committee included:

- Andrea Legato - Faculty of Health Sciences
- Angelica Lucaci - Faculty of Social Science
- Rebecca Northcott - Faculty of Social Science
- Fred Ross - Schulich School of Medicine & Dentistry
- Julaine Hall - Research Western
- Robin Keirstead - Western Libraries
- eLearning Technology Team - Western Technology Services - Deanna Grogan, Shawn Foster, Adam Pypstra, Jen Sadler, Ramon Sanchez

Employee Assistance Plan Committee

UWOFA Representative: Kim Verwaayen

As of September 1, 2019, Western has appointed the large technology and HR-services company Morneau Shepell as Western's provider for our Employee and Family Assistance Program (EFAP) -- replacing Family Service Thames Valley, a local and non-profit counseling agency which served UWO members and community for more than three decades. While counseling and wellness support through EFAP remains an important part of our benefits package, the strengths and drawbacks of the specific services of this provider for our users are yet to be known. Morneau Shepell claims to offer unlimited counseling sessions and around-the-clock access via multiple modes of service delivery (which may include phone, video, online group and other forms of counseling). It is not yet clear the extent to which technologically-mediated forms of counseling may replace traditional in-person counseling nor how this would or would not serve our Members. Morneau Shepell's focus on short term "single issue" support, its engagement with wellness (strategic or otherwise) to reduce employee absenteeism (<https://www.morneaushepell.com/ca-en/insights/how-optimize-wellness-programs-reduce-absenteeism>) and the concerns raised about this provider (although in a different service role) at Fanshawe College (<http://www.opseu110.ca/wp/wp-content/uploads/2015/05/The-Educator-2012-May-Health-Issue.pdf>) suggest that UWOFA should monitor this service provider closely. Will

Morneau Shepell's services alter in any way the long-standing trend that faculty members are among the lowest consumers of EAP services at Western? Will the expansion of diverse forms of delivery to more employee groups on campus improve the counseling experience or come at the cost of quality care?

Joint Committee

UWOFA Chair: Johanna Weststar

Joint Committee is a labour-management committee representing UWOFA's two Bargaining Units that meets each month to discuss arising and ongoing matters related to the implementation of our Collective Agreements, seeking solutions to issues and problems that arise. In addition, Joint Committee monitors various processes and ongoing dossiers, such as receipt of reports required under the Information article. Joint Committee is Co-Chaired by an Employer representative and a UWOFA representative and either party can add items to the agenda.

2019-2020 Members:

UWOFA: Johanna Weststar (Co-Chair), John Ciriello (UWOFA President), Beth MacDougall-Shackleton (UWOFA Vice-President), Kathleen Fraser (UWOFA Grievance Officer), Kristin Hoffmann (UWOFA-LA Representative), Cindy Cossar-Jones (UWOFA Professional Officer)

Employer: Ella Forbes-Chilibeck (Co-Chair and Director, Office of Faculty Relations), Andrew Boaden (Faculty Relations Consultant), Connie Zrini (Faculty Relations Consultant), Matt Davison (Dean, Faculty of Science), Catherine Steeves (Vice-Provost and Chief Librarian), Candace Philpitt (Administrative Assistant, Office of Faculty Relations)

In the 2019-20 academic year, Joint Committee met on the following dates (there were no meetings through the course of UWOFA-LA collective bargaining in 2019): November 25, 2019, January 28, 2020, February 19, 2020, and March 18, 2020. Additional meetings are schedule for April 28, 2020 and May 25, 2020.

UWOFA-F issues addressed in 2019-20 Joint Committee meetings:

- 2018-2022 UWOFA-F Collective Agreement finalization - available on the UWOFA website, print copies from the UWOFA office
- Limited Duties Conversions to Limited-Term Appointments (LOU)
 - The Employer will maintain a rolling list of eligible Members and will inform these Members of the opportunity for conversion
- Teaching Scholar positions (LOU)
 - The Employer clarified that Teaching Scholar positions will be created through the 2020-21 planning and budget cycle for start dates of July 1, 2021
 - The Employer confirmed that 12 is a minimum and more could be created depending on the needs and resources of Units
 - UWOFA and the Employer discussed the importance of an equitable roll-out of these positions across Units
 - UWOFA and the Employer have identified Articles of the Collective Agreement that require language for Teaching Scholars (Sabbatical Leave and APE)
- Navitas Pathway College
 - UWOFA noted for the record serious concern about this potential partnership due to the outsourcing and increased casualization of academic labour through a non-unionized for-profit company

- UWOFA and the Employer agreed on the timing and interpretation of several APE clauses:
 - For Nov 2019 review: prohibition of the use of arithmetic averages for all SQCTs and the interpretation of these scores as a measure of student experience in the classroom; Dean's requirement to report the distribution of ratings in a Unit to the Unit
 - For Nov 2020 review: changes related to the normal distribution of scores across categories (0-4) and the word anchor of 4 'extraordinary'; new normal distributions apply only to Full-time Members
 - all APE Committees to revise APE criteria as necessary in 2019-20
- UWOFA and the Employer reviewed the process for removing inappropriate comments from SQCT reports
- UWOFA and the Employer discussed the workload challenges created by the Student Reported Absences policy
- UWOFA raised concerns about SGPS documents that place requirements on faculty members beyond the Collective Agreement and the role of the faculty member in graduate student accommodation and counselling

UWOFA-LA issues addressed in 2019-20 Joint Committee meetings:

- 2019-2023 UWOFA-LA Collective Agreement finalization
- UWOFA and the Employer discussed the completion of the work of the Career Trajectory Committee – adjustments were made to December 2019 pay
- UWOFA and the Employer discussed the new Education Library space
 - New space in Althouse College will open in March and provide part-time staffed service desk access, self-serve book lending lockers and experiential learning space
- UWOFA and the Employer discussed the Weldon Library renovations
 - Earliest start will be sometime in the summer, first work will be the new 5th floor offices; architectural drawings being finalized, not yet out for tender
- UWOFA and the Employer discussed the first meeting of the Librarians and Archivists Forum
 - UWOFA-LA and Employer representatives were appointed as Acting Co-Chairs of the Forum to convene the first meeting in March 2020
- UWOFA and the Employer discussed the Voluntary Retirement Incentive
 - 5 individuals have taken the offer; Search committees for each position are being created to be filled by May 1, 2020
- UWOFA and the Employer held joint information sessions for new Annual Report and Review process

Issues related to both Bargaining Units:

- UWOFA and the Employer discussed training for equity representatives on committees mandated through the Collective Agreements; the opportunity for and scope of training has been increased
- The Employer asked for UWOFA neutrality for the We Speak survey
- UWOFA and the Employer discussed the management of library collections

Joint Employment Equity Committee

UWOFA Representatives: Denise Horoky, Wendy Pearson

The Committee held their first meeting in late February and outlined their priorities for the upcoming meetings.

Joint Occupational Health and Safety Committee

UWOFA Representatives: John Ciriello and Felix Lee

The Joint Occupational Health & Safety Committee (JOHSC) provides a forum whereby representatives of all Employee groups and the Employer can identify workplace health & safety hazards and make recommendations to reduce or eliminate such hazards. The JOHSC functions within the requirements of the Occupational Health and Safety Act (OHSA) and the applicable Regulations, Guidelines and Standards.

The main roles of UWOFA representatives (John Ciriello and Khadry Galil) on the JOHSC are to participate and represent UWOFA in the monthly meetings of the JOHSC. As Khadry Galil has recently retired, our new representative on the JOHSC along with John Ciriello is Felix Lee. The Committee meets monthly to review any occurrences within the University. These include accident/injury reports, work refusals, critical injuries, and workplace violence and harassment. The committee examines how they have been resolved by the Employer or by the university unit in which they occurred. The UWOFA representatives on the JOHSC also raise any concerns that may exist regarding various health and safety issues that directly affect faculty and librarians/archivists within the university community.

The JOHSC also invites the Director of Campus Police or a representative to outline any safety issues or security issues that may exist on campus.

A UWOFA representative participate in yearly safety inspections of specified university facilities to ensure a safe and productive working environment for all members of the University community, including UWOFA members. In 2019, each representative from the different employee groups participated in 4-5 inspections.

Among the important issues discussed by the JOHSC in 2019-2020 were the new approved “Smoking on Campus”, and the “Cannabis, Alcohol and Substance Use” policies, and the “Pets and Therapy Animals on Campus” policy which will be introduced this spring.

Discussions have also been held in the committee regarding workplace inspections and safety trends, safety recommendations submitted to the JOHSC, cell phone usage while driving on campus, employee support available, and Western’s general safety practices and policies. One safety concern that has recently emerged is the poor conditions on sidewalks leading onto campus in regards to snow removal. Although this is a city responsibility, it has affected our members as several have reported fall, sprains and serious injuries.

Finally, several employee groups, including UWOFA, continue to express concern regarding the level of police personnel available on campus to do patrols and respond to calls for assistance. JOHSC continue to request information from the campus police on the number of officers available to assist and respond, the number of occurrences, and the time for an officer to arrive after a call for assistance. This has become a concern as mental health issues have spiked on campus, and officers are not available on campus when individuals involved are taken to hospitals.

London District Labour Council

Observer: David Heap

Although UWOFA has not chosen to affiliate formally with organized labour (which would mean joining the Ontario Federation of Labour and the Canadian Labour Congress) and we thus do not have Delegate status, I regularly attend monthly meetings of the London and District Labour Council (LDLC www.ldlc.on.ca/) as an Observer on behalf of our union. Many LDLC activities naturally revolve around supporting unions in bargaining – for example, organizing solidarity pickets when local unions are at or nearing a strike deadline. Active support from LDLC affiliates like the Amalgamated Transit

Union local 741 (representing London bus drivers) and the Ontario Public Service Employees Union local 110 (representing faculty, counsellors and librarians at Fanshawe College) has been critically important to UWOFA's recent rounds of bargaining, both for our Faculty bargaining unit (in 2018) and our Librarians and Archivists bargaining unit (in 2019).

Other Labour Council activities involve wider community priorities, such as the annual Labour Day picnic and union support for the United Way and the Unity Project (housing for the homeless). This January UWOFA's Librarian and Archivists bargaining unit was chosen to receive the Change Maker award at the annual Labour United Award Night: <https://www.uwofa.ca/article/uwofa-la-unit-wins-award>.

Among other campaigns, the LDLC is currently very engaged in supporting the rotating strikes by different teachers' unions in Ontario. These unions are in the front lines of opposing provincial wage restrictions which affect all of us as public employees. It is heartening to see UWOFA Members joining teachers' picket lines, at times along with some of our campus allies like PSAC610 (representing teaching assistants and postdoctoral fellows).

If the new UWOFA Board chooses to reappoint me to this task, I look forward to continuing to act as the UWOFA Observer at the London and District Labour Council until next fall. I would also be very happy to introduce any other UWOFA Members who are interested in the LDLC to the monthly Labour Council meetings.

OCUFA Board of Directors

UWOFA Director: John Ciriello

The OCUFA Board of Directors has met three times since October 2019, while several OCUFA committees have met on numerous occasions during the past year focusing on issues ranging from university governance and accountability to the future provincial funding for Universities. Additionally, OCUFA sponsored an Advocacy Day during which members from Associations across the province had an opportunity to meeting with members of the Ontario legislature.

During October 19 - 20, OCUFA held its first Board of Directors meeting of the 2019-20 academic year. The weekend oriented new board members to OCUFA and allowed members to discuss the implications of the Ford government's attacks on public postsecondary education in Ontario. There were special presentations on two of Ford's schemes: the proposed shift to performance-based funding and the Student Choice Initiative. Members chose to continue focusing on good jobs, university funding, and capacity building as OCUFA's priorities for the year.

Following a year of attacks on Ontario's public services, including postsecondary education, the Ford government's popularity has been dwindling and they have been forced to walk-back several of their austerity measures.

Good jobs: Advocating for good jobs has taken on particular urgency under the current government especially with the introduction of Bill 124. The government made it clear that it intends to cap broader public sector compensation increases at one per cent per year. This legislation is an attack on the right to free and fair collective bargaining, a threat to pay equity and benefits for contract faculty and other marginalized workers, and an erosion of the foundations of Ontario's important public services. Furthermore, faculty members are employed by and negotiate their contracts with universities, not the provincial government. Thus the legislation violates university autonomy.

University funding: OCUFA has held a long-standing goal of increasing public funding for universities to support high-quality postsecondary education in Ontario. The government's April Budget introduced a move towards tying funding to market-based "performance" outcomes. This would mean that, by 2024-25, 60 per cent (an estimated \$2.2 billion) of university funding would be based on their ability to meet certain performance targets prescribed by the government. It should be remembered

that these metrics were chosen with no consultation and, instead of measuring performance, will likely lead to university budget cuts and greater inequities across the system. In a presentation on the new funding model, OCUFA Community and Government Relations Policy Analyst Mina Rajabi Paak provided an update on timelines and details for the frameworks implementation, as well as the work OCUFA is doing to push back against this approach to university funding.

Capacity building: Unfortunately, despite a new Minister of Colleges and Universities, the government continues its refusal to meet with any sector stakeholders other than university administrations. This makes OCUFA's third priority for the year all the more important: build capacity across Ontario to put pressure on this government to withdraw its damaging policies and proposals.

During a special presentation, Felipe Nagata, Chairperson of the Canadian Federation of Students-Ontario (CFS-Ontario), and Kayla Weiler, National Executive Representative for CFS-Ontario, provided an update on the impacts of the Ford government's Student Choice Initiative (SCI). OCUFA continues to support CFS-Ontario's resistance to the government's introduction of the SCI as well as the recent and dramatic cuts to OSAP. This has recently been struck down by the courts, but a challenge has been introduced by the Ford government.

During a special lunchtime reception, Board members and colleagues celebrated the winners of the 2019 OCUFA Teaching and Academic Librarianship Awards, which featured a touching speech by special guest, Robert Fisher. Winners included:

- Sue Baptiste, Professor Emerita in the School of Rehabilitation Science at McMaster University
- Daniel Gillis, Associate Professor in the School of Computing Science at the University of Guelph
- Jennifer Irwin, Professor in the School of Health Studies at Western University
- Andrew Petersen, Associate Professor, Teaching Stream in the Department of Mathematical and Computational Sciences at the University of Toronto Mississauga

On November 6, faculty from across the province gathered at Queen's Park to advocate for stronger public funding for postsecondary education, fairness for contract faculty, faculty renewal, and against Bill 124. The annual OCUFA Advocacy Day provided an opportunity for faculty to meet with their local Members of Provincial Parliament (MPP) and brief them about faculty priorities for Ontario's universities. This fall's Advocacy Day provided an important opportunity for MPPs to learn about faculty priorities, including:

- protecting and expanding public funding for postsecondary education in Ontario to promote quality and accessibility;
- delivering fairness for contract faculty and committing to supporting good jobs on university campuses;
- moving away from punitive university funding models based on performance metrics and urging greater consultation with faculty about university funding frameworks; and
- respecting the right to free and fair collective bargaining and withdrawing Bill 124.

At a special emergency meeting of the OCUFA Board of Directors, OCUFA discussed joining other labour unions challenging Bill 124.

On January 13, 2020 OCUFA voted to join ten unions representing more than 250,000 Ontario workers to launch a coordinated Charter challenge against the Protecting a Sustainable Public Sector for Future Generations Act – Bill 124. This Ford government legislation unduly interferes with the rights of workers to free and fair collective bargaining. It threatens pay equity and benefits for contract faculty and other marginalized workers, and will erode the foundations of Ontario's important public services – including our outstanding public education system.

The joint Charter challenge launched by a coalition of unions is coordinated by the Ontario Federation of Labour (OFL), representing workers across the broader public sector, including: AMAPCEO – Ontario's Professional Employees; the Canadian Office and Professional Employees Union (COPE

Ontario); the Canadian Union of Public Employees (CUPE); the International Brotherhood of Electrical Workers (IBEW) Local 636; the Professional Institute of the Public Service of Canada (PIPSC); the Public Service Alliance of Canada (PSAC); the Service Employees International Union (SEIU Healthcare); the Society of United Professionals (IFPTE) Local 160; the United Food and Commercial Workers (UFCW) Local 175; and the United Steelworkers (USW).

Ford's attack on the rights of public sector workers is part of a broader anti-worker agenda as evident by his earlier actions that reduced Ontario's minimum wage and stripped away basic employment rights from the province's most vulnerable workers.

During February 8- 9, OCUFA held its second Board of Directors meeting of the 2019-20 academic year. Over the weekend, board members reviewed the organization's current priorities with a focus on challenges to the postsecondary sector and to public education as a whole under the current government. A special panel on Saturday afternoon featured Liz Stuart, President of the Ontario Elementary Catholic Teachers' Association; Harvey Bischof, President of the Ontario Secondary School Teachers' Federation; and Sam Hammond, President of the Elementary Teachers' Federation of Ontario. The panel proceeded to provide a brief update of the status of their bargaining efforts and strike actions under the Ford government. Following an overview of the government's cuts to Ontario's public education system, the panelists identified the impact the government's actions have had and will have if they are left unchallenged. After the panel discussion, OCUFA board members reaffirmed their support for the education unions in a formal motion of solidarity.

During a special lunchtime reception, board members and colleagues celebrated the winners of OCUFA's 2019 Lorimer Award, Status of Women and Equity Award of Distinction, and inaugural Award for Outstanding Contribution to Grievance/Arbitration. Collectively, these awards celebrate the extensive contributions faculty, academic librarians, and other professional academic staff have made to improving working conditions and advancing equity on Ontario campuses.

- The Lorimer Award: This year's recipient is Geoffrey Hudson.
- The Status of Women and Equity Award of Distinction: Kimberly Nugent, and Andrea O'Reilly
- Award for Outstanding Contribution to Grievance/Arbitration: Christal Côté and Sophie Quigley

OCUFA Committee for Contract Faculty and Faculty Complement

UWOFA Representatives: Nigmendra Narain and Ben Rubin

Committee composition: CFFC is composed of 27 representatives from 14 Ontario University and College faculty associations. It is chaired by Kimberly Ellis-Hale (WLUFA) and organized and supported by Andrea Calver and Hind Eideh (OCUFA).

In person meetings: CFFC meets once yearly (early spring) in Toronto to plan activities and priorities for the coming year. Since the last report, Ben Rubin attended the April 2019 in-person meeting. The main topic of discussion was the consequences of provincial tuition caps and appropriate OCUFA responses to the same. The committee spoke with NDP MPP Chris Glover. The planning meeting is April 16 and 17, 2020, Ben Rubin will attend.

Conference calls: CFFC meets by conference call twice per term. Notes or minutes from the calls are circulated to members who could not participate. Key issues that have been raised during these Conference call topics have included: impact of Ford government policy changes and proposals; growing push for presence of private organizations, like Navitas, on campus and its impact on teaching, pedagogy and quality; job security and workplace issues; relations with tenured professoriate, administration and staff; and, the necessity for inter-university and inter-campus engagement, networking and information sharing.

Highlights of this year's CFFC activities:

1. Distributed materials provided by OCUFA but UWOFa did not organize a Fair Employment Week due to leadership transition, but members were encouraged to participate in online OCUFA activities.
2. UWOFa organized with OCUFA an inter-campus meeting at UWO. Union representatives from Brescia, King's, Huron and Main campuses met with OCUFA representatives and representatives from other Ontario campuses via video conference, to discuss concerns and challenges, share information and best-practices, and encourage solidarity and support. The formal meeting was followed by an informal meeting between the UWO campuses.
3. Organized a social media day of action in support of contract faculty (Feb 12). UWOFa participated with tweets.

Parking Appeals and Advisory Committee

UWOFa Representative: Nigmendra Narain

Members: Six *Voting* members of the Committee are nominated from the following university representative groups from across Campus, and each one nominates one member to sit on the Committee: Professional and Managerial Association; CUPE Local 2361(Physical Plant) or CUPE Local 2692 (Food Services) – rotating selection of member; Society of Graduate Students; University Students' Council (which has 2 voting members); UWO Faculty Association (UWOFa); and, UWO Staff Association (UWOSA). Three *non-voting* members of the Parking Services sit on and assist the Committee with its deliberations. The Committee continues to face representation issues with intermittent undergraduate representatives or graduate representative presence.

Meetings: Bi-monthly

In the second year of our new system, the system has been working fairly well and reports indicate easier and efficient use. Couple of *key* reminders (besides the annual ones at the end of this report): 1) the *license-plate-recognizer* allows Parking Enforcement to scan license plates to validate parking status; 2) *Faculty/Staff card* may be tapped on the Ticket Machine to enter if one has forgotten one's pass; and, 3) lots with Ticket Machines, like Social Science, do allow patrons to take a ticket and park for 20 minutes in Visitor-designated spots to run in-and-out, or else wait in your parked car, without having to pay – of course, stay longer than 20 minutes, then you will get charged on the way out. Beyond the new system, the short-term construction often presents challenges and the Committee has accounted for this; long-term construction plans do include consolidating and increasing parking spots, but there is also a desire to have more greenspace, so it is likely densification will be the likely model of enhancement over the next few years. Again, as challenges continue the Committee will handle matters as possible and encourage relevant parties to consider our recommendations.

The Committee made significant efforts to recommend more signage, clearer markings, clarified and readable policies to other bodies responsible for day-to-day parking operations. Most appeals, still, are denied because testimonial, video, and picture evidence show disregard of directions from parking staff – who usually are the ones who flag parking infractions and call parking ticketing staff – and also disregard of 'fire zone', 'loading zone', 'laneway zone', 'disabled parking', and other signed and designated areas – which come with *hefty fines* often in keeping with municipal and provincial legislation and by-laws. Thus, most appeals to vacate tickets are denied, few are reduced, but most tickets are upheld. Nonetheless, appeals should be pursued to ensure both equity and transparency – and the Committee has responded to enhancing and seeking these when appropriate. If you are making an appeal, ensure you have pictures and other evidence; if you do an in-person appeal, bring your evidence and focus your case on the infraction, unless you have some seriously mitigating

factors which may help your case. Note also that abusive behavior toward parking staff as they are doing their duties will not be tolerated and may face further sanctions, including legal avenues.

Consequently, the cautions and advice to Members remains the same year-after-year:

1. Renew your permit on-time and without delay
2. Pictures are taken by Parking Enforcement *almost always*, so step out and check your vehicle's location, pass visibility, parking between lines, avoid blocking through lanes, etc.
3. Cameras are installed at all entry and exit gates, so they record all actions going in and out of the lots, so do not try to tail-gate in, use others' passes, etc.
4. Don't touch, damage or break the gate arms or other equipment *ever* – this is one of the largest, most costly tickets you will receive, and repairs to damage or broken equipment are very expensive and inconvenient *for all of us*.
5. Snow days:
 - a. Do *not* assume *automatic* suspension of parking rules; this must be approved and is *rarely* done, so always assume parking rules will be enforced.
 - b. Clear the snow around and under your car to ensure you are parked in a designated parking spot, that is, you have found the parking lines under the snow.
 - c. If in doubt, if possible, confirm with an Attendant that you are okay to park *specifically* there in *that spot*, email Parking Services to let them know what happened and who you spoke to at the Lot.
 - d. Take pictures of where you parked, where the poles or signs are located, and the other cars in relation to where you parked; these can provide a context for your parking appeal to lessen or dismiss it based on the evidence (especially time of start-parking).
 - e. Never park on landscaping (grass, sidewalk), emergency routes or cargo routes, or throughway areas.
 - f. Most appeals for snow-related parking infractions are similar in infraction, so avoid making the same errors by considering the points above.
6. Parking permits:
 - a. Don't alter permits for *any reason*.
 - b. Ensure all information is correctly identified on the permit and in the appropriate locations.
 - c. Place *only* on the driver's side of your vehicle.
 - d. Don't put obscuring objects, etc., on top/in front of the permit.
 - e. Take reasonable efforts to remove snow, ice, etc., to make permits visible.
 - f. Ensure *special permits* for guests, delivery, limited temporary, construction, etc., parking are the *correct type* of permit, and *do not* transgress the terms of the special permit, e.g. using for faculty parking.
 - g. If you are unsure about a permit, check with the Parking Service office *only*; other faculty, administrators, etc., are often unaware of the permit particularities and designations.
 - h. Do not share your permit – register your vehicles on your profile page – and note passes used by multiple drivers and cars are immediately suspended and the pass-holder is flagged for non-renewal.
 - i. Permit usage is electronically logged at every entry and exit.
7. Parking staff at booths and gates:
 - a. Don't be in a rush: get clear instructions and verifications from the staff when you are unsure of where to park.
 - b. Don't be abusive to the staff – this is also covered by workplace relations rules.
 - c. Don't be dismissive of instructions given by the staff.
 - d. If the staff give you a time-limited temporary reprieve to park or stop in a designated area, park/stop only there and *don't overstay* the courtesy.
 - e. Entry *does not mean approval in some cases*: if you try to move against the parking equipment or harass/abuse the staff, they *may* open the gate to move you along and avoid damage to equipment (which is *very expensive*), and then you will likely be *immediately* ticketed, your car may be towed, and/or Campus Police will be called.
8. Read the signs fully and properly, and *follow* the instructions.

9. If you are given options at the Parking Service counter to settle infractions matters, seriously consider their offer as you are unlikely to do better unless you provide a compelling appeal submission with evidence.

President's Advisory Committee on the Safety of Women on Campus

UWOFA Representative: Jessie Goldberg

No report was provided.

Scholars at Risk Committee

Representatives from the UWOFA Executive Committee: Beth MacDougall-Shackleton

Faculty Members: Joanna Quinn, Jeff Tennant

Meetings this year: October 11, January 29

UWOFA continues our financial commitment to Scholars at Risk (\$10,000 for each of 3 years; other funds provided through Western International). Our current Scholar at Risk, Professor Shuchi Karim, is a feminist scholar and researcher from Bangladesh, now based in the Department of Women's Studies and Feminist Research (Arts and Humanities). Professor Karim's contract has been renewed for a second year, until December 31, 2020. She indicates that she appreciates the renewed sense of purpose and engagement, opportunities to contribute to the University's research and teaching missions, and opportunities to meet with other Scholars at Risk through conferences. Western International is planning a reception featuring Dr Karim (March 17th) to raise awareness of the program among Western's deans. UWOFA Board members have also been invited to the event.

The next potential Scholar at Risk is currently under review, for a possible start in January 2021.

Bob Rae will be giving an address at Congress (June 3 or 4, 2020) as the Scholars at Risk Distinguished Speaker. Working title is "Protecting the Freedom to Think (And Why the Scholars at Risk Program is Critical)".

The USC has formed a SAR Committee, and Joanna Quinn is involved in this. Similarly, SOGS has formed a Freedom to Think Committee, and plans to approach faculty members to give talks or participate in panel discussions. The SAR committee is also considering approaching the CTL for advice on integrating SAR materials into classroom teaching.

Steering Committee of Living Well @ Western

UWOFA Representative: Eva Pila

Living Well @ Western was established by the Provost with intention to provide holistic wellness programs for faculty, staff, graduate students and post-doctoral fellows. The Steering Committee meets to provide updates on programs and discuss strategic priorities and vision moving forward. Mr. Adam Craig, coordinator of the program, has established the Wellness Champions Network, consisting of 44 Western employees who are "champions" representing their faculty and departments across campus. A focus group has been established to engage employees and Wellness Champions to identify areas of greatest need, initiatives that provide greatest return on investment, and identifying key metrics to determine the effectiveness of these interventions. Living Well is currently improving Health & Wellness communication strategy for faculty and graduate students, improving the website, and establishing an employee wellness champion network. The program continues to offer lunch-hour activity classes such as KickFIT, Yoga II, Zumba and Full Body Bootcamp, which doubled attendance since last year. Meditation Tours are available to all Faculties willing to book a room/space and promote the activity among target audiences. Further, sessions led by experts have been hosted to promote well-being of Western employees. This year, Dr. Thomas Tefler and Dr. Lena Palaniyappa

led presentations geared towards employee wellness. Other initiatives and events include fundraising for United Way, family skate at Thompson Arena, and daily wellness-based activities were organized during both Fall and Winter reading weeks (e.g., Walking Meditation, Art & Yoga). In 2019, the committee organized 430 activity classes with 6500 attendees (and 200 unique participants). Individual sessions were organized by Wellness Champions via Bringing Living Well to You, with 364 sessions organized, and 2489 total participants. Additional information can be accessed here: https://www.uwo.ca/hr/safety/wellness/living_well/

Video Monitoring Committee

UWOFA Representative: Ben Rubin

Chair: Christine Greco, Crime Prevention through Environmental Design, (CPTED) Coordinator

Other members: Jean-Claude Aubin (Inspector - Operations Leader, Campus Police), Mark Emerick (Manager, Parking & Visitor Services), David Ghantous (Director, Infrastructure Services, WTS), Dianne Myers (Campus Police Communications Supervisor), Tara Oudekerk (Associate University Secretary), Dan Redmond (Director, Campus Community Police Service), James Taron (UWOSA representative)

About the Video Monitoring Committee:

The Video Monitoring Committee is charged with oversight of the policy and procedures regarding the installation, maintenance, use, and removal of security video cameras on campus.

This year's activities:

The committee met on December 10, 2020. The main topic of discussion was the on-going revision of Western's official Video Monitoring Policy. UWOFA Rep, Ben Rubin, was unable to attend the in-person meeting but is participating in the revision process.