



UWOFA Meeting of Members Agenda

Tuesday, November 24, 2020

1:30 to 3:30 p.m.

Teleconference

To connect to the meeting:

Dial: **1-647-558-0588**

Meeting ID: **951 0359 3159**

Press pound (#) when prompted for the participant ID

OR connect using the following link:

<https://westernuniversity.zoom.us/j/95103593159>

The passcode will be emailed to Members one week before the meeting.

AGENDA

Call to order and land acknowledgement statement.

1. Approval of the Agenda
2. Approval of Minutes of the Annual Meeting of Members March 31, 2020 – **EXHIBIT I**
3. Business Arising
4. President's Report: *B. MacDougall-Shackleton*
5. Treasurer's Report: *B. Hawn*
Presentation of UWOFA's budget for the new fiscal year, November 1, 2020 to October 31, 2021 – **EXHIBIT II**.
6. Revisions to By-law No. 1: *N. Narain*
Motion: That the Membership confirm the amendments to By-law No. 1 as adopted by the Board of Directors on September 25, 2020 presented in **EXHIBIT III**.
7. Joint Committee Report: *B. MacDougall-Shackleton*
8. New Business
9. Adjournment

Minutes
UWOFA Annual Meeting of Members
March 31, 2020

Speaker *pro tem*: Stephen Pitel

President: John Ciriello

The UWOFA Speaker was unavailable for the March 31, 2020 meeting. Bylaw 1, article 7.16 (1) states “an elected Speaker shall chair all annual and special meetings of the Association. If the Speaker is unable to attend a meeting, the President shall appoint a Speaker *pro tem* for that meeting.” The President appointed Stephen Pitel (UWOFA Past-President) Speaker *pro tem* for the meeting.

The meeting was held remotely by conference call starting at 11:30 a.m. Attendance was recorded (and quorum established) based on Members e-mailing the Administrative Assistant to indicate their attendance. The Speaker *pro tem* explained the unique circumstances necessitating meeting by conference call rather than in person.

B. MacDougall-Shackleton read the Land Acknowledgement statement.

1. Approval of the Agenda:

MOVED: J. Ciriello/B. MacDougall-Shackleton
That the agenda be adopted.

The Speaker *pro tem* asked to move item 4 to item 7.

The motion carried unanimously as amended.

2. Approval of Minutes of the Meeting of Members of November 14, 2019:

MOVED: J. Ciriello/B. MacDougall-Shackleton
That the minutes from the November 19, 2019 meeting of Members be approved.

The motion carried unanimously.

3. Business Arising:

UWOFA Librarians and Archivists Collective Agreement 2019-23: The Board of Governors ratified the Librarians and Archivists Collective Agreement on November 21, 2019.

4. Audited Financial Statements: B. Hawn

MOVED: B. Hawn/B. MacDougall-Shackleton
That the membership approve the audited financial statements for the fiscal year ended October 31, 2019.

B. Hawn reviewed the audited financial statements for the fiscal year November 1, 2018 to October 31, 2019. He highlighted the following:

- There was an increase in long-term assets. In fiscal year 2017-18 maturing Guaranteed Investment Certificates (GICs) were moved into a high interest savings account to prepare for a possible faculty strike. The faculty strike did not happen and the money was moved back into long-term GICs.
- There was an increase in interest income due to moving cash on hand into long-term GICs.
- There was an increase in employee wages due to a negotiated increase in salary and an overlap in the Communications Officer position.
- There was a decrease in legal fees.

- There was an increase in administration and general expenses due to the office being painted and updates to the UWOFA website.
- There was an increase in expenses associated with faculty, librarians and archivists strike preparations.
- There was an increase in release time relating to the faculty and the librarians and archivists negotiating committees.

The motion carried unanimously.

5. Appointment of the Public Accountant: *B. Hawn*

MOVED: B. Hawn/B. MacDougall-Shackleton

That the membership approve appointing MNP LLP (London) as the Public Accountant.

The motion carried unanimously.

6. Nominations of Directors and Speakers: *S. Pitel* and *B. MacDougall-Shackleton*

On behalf of the Nominating Committee, S. Pitel made the following nominations:

- Nigmendra Narain for Vice-President
- Barry Hawn for Treasurer (two year term: July 1, 2020 to June 30, 2022)
- The following nominees for 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
- The following nominee for Designated Faculty Seat (one year term: July 1, 2020 to June 30, 2021):

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

Limited Term Membership	Jamie Johnston
Part-Time Membership	Luke Arnott
- The following nominees for At-large Seats(two year terms: July 1, 2020 to June 30, 2022):

Librarian or Archivist Member	Brian McMillan
Full-Time Member	Marc Joanisse
- The following nominee for At-large Seat (one year term: July 1, 2020 to June 30, 2021):

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

There being no other nominations, the Speaker declared nominations closed and declared the nominees acclaimed. The Speaker thanked former UWOFA Past President Dan Belliveau for having chaired the Nominating Committee until December 31, 2019.

For information only:

Continuing Officers and Directors in 2020-21:

President

Past President

Secretary

Beth MacDougall-Shackleton

John Ciriello

Vicki Olds

Designated Faculty Seats:
Arts & Humanities
FIMS
Health Sciences
Science

Erica Lawson
John Reed
Harry Prapavessis
Felix Lee

Designated Membership Seats:
Librarians and Archivists

Roxanne Isard

At-Large Seats:
Full-Time Members

Ben Rubin and Kim Verwaayen

7. **President's Report:** *J. Ciriello*

Labour Appreciation Award: The Librarians and Archivists bargaining unit received the Labour United and United Way Elgin Middlesex 2019-20 Change Maker Award. Ari Vangeest, President of PSAC 610, nominated UWOFA's Librarians and Archivists.

Grievance Issue: Local and national news media published information about an individual grievance filed against the Ivey School of Business. UWOFA's response to media questions about the grievance and alleged systemic discrimination at the Ivey School of Business was that the individual matter is settled and that UWOFA and Western do not condone actions of discrimination.

Western's Strategic Mandate Agreement 3: 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 eleven 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% of performance-based funding is tied to outcomes. By 2024 60% of funding will be tied to outcomes, which translates into approximately 22% 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". Western hosted two town hall meetings on the SMA3 process. The Provost explained that the highest weighting of 30% is for skills and competence and 25% weighting for research dollars in Tri-Council funding. No meaningful consultation took place between UWOFA and the administration. UWOFA has not seen the final report due to COVID-19 taking precedence.

Meeting with MPPs: UWOFA hosted a lunch with NDP MPPs Teresa Armstrong (London-Fanshawe), Terence Kernaghan (London North Centre) and Peggy Sattler (London West) to discuss educational issues facing Ontario Universities. Invited guests included Faculty Association Presidents and Vice-Presidents from Fanshawe College, Brescia University College, Kings University College and Huron University College. The meeting discussed Bill 124, Bill 100, Navitas and SMA3.

Solidarity with Teachers Unions: UWOFA donated to the Elementary Teachers' Federation of Ontario, Ontario English Catholic Teachers' Association, Ontario Secondary School Teachers' Federation and Association des enseignantes et des enseignants franco-ontariens in support of the rotating strikes. UWOFA joined local picket lines and wrote letters in solidarity.

OCUFA: OCUFA joined a coalition of unions in the joint Charter challenge against Bill 124, Protecting a Sustainable Public Sector for Future Generations Act. The joint Charter challenge is coordinated by the Ontario Federation of Labour. UWOFA posted an article about Bill 124 on the UWOFA website. This legislation will more than likely impact faculty during the next round of collective bargaining.

Navitas: Western is in the information-gathering stage about Navitas, a for-profit education provider establishing an international school within the university, and is not currently in negotiations with Navitas. The role of Navitas would be to recruit international students that Western would not otherwise admit. These students would complete a one-year program at

the international school and then be eligible for entry into second year of an undergraduate program at Western. UWOFa is concerned that this is may be a form of outsourcing faculty labour that violates its bargaining certificate. The University of Manitoba and Simon Fraser University have entered into an agreement with Navitas. A number of other Ontario universities were approached and have rejected Navitas, including Carleton University, McMaster University, and University of Windsor. Brock University and Wilfrid Laurier University are considering Navitas.

UWOFa posted a statement opposing an agreement with Navitas on UWOFa's website.

COVID-19: Effective March 19, 2020 Western began operating virtually as much as possible. All courses moved online and all future courses will be moved online until further notice. All UWOFa meetings will be held either by teleconferencing or communications by emails for non-essential issues. The Vice-Provost notified UWOFa that because of the COVID-19 crisis Western has cancelled Student Questionnaires on Courses and Teaching (SQCT) for the 2020 winter term. Campus buildings were locked without card access starting March 20, 2020.

UWOFa is preparing Letters of Understanding to address working conditions during the COVID-19 pandemic to discuss with the administration at Joint Committee. A chart is being created to outline all the processes in the Collective Agreement that are going to be impacted by COVID-19.

S. Pitel announced that the meeting was coming close to the scheduled end time.

MOVED: V. Olds/J. Ciriello

That the meeting be extended to 1:45p.m.

The motion carried.

In discussion and questions to the President, Members raised concerns over the University's ongoing negotiations with Navitas.

MOVED: J. Tennant/J. Compton

That the membership supports, renews and reaffirms UWOFa's statement opposing arrangements with Navitas and the privatization of higher education and urges UWOFa's leadership to vigorously pursue that position including public advocacy involving campus and community allies.

The motion carried, none opposed, one abstention.

8. Presentation of the Tom Murphy Memorial Award for Outstanding Service to UWOFa:

J. Ciriello

Presentation to the 2020 recipient, Nigmendra Narain.

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.

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.

9. Presentation of the CAUT Dedicated Service Award: *J. Ciriello*
Presentation to the 2019-20 recipients.

The Executive Committee voted unanimously to nominate the following members for the reason set out:

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 Committees, 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 a 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.

10. Annual Committee and Representative Reports:

Questions were welcomed on any of the annual reports presented in EXHIBIT VI. There were no questions.

11. New Business:

Johanna Weststar, UWOFa co-chair of Joint Committee, provided an update on the impact of the COVID-19 pandemic on aspects of the Collective Agreements and on the terms and conditions of work at Western.

12. Adjournment:

MOVED: N. Narain/B. Rubin

That the meeting adjourn. In the absence of any objection, **motion carried** (1:40p.m.)

UWOFA Budget for the fiscal year November 1, 2020 to October 31, 2021

Revenue

Membership Dues	1,888,790
Supplementary Out-of-Country Medical Insurance	44,150
Interest Revenue - Operating Funds	3,375
Interest Revenue - CB and G Reserve Fund	138,930
Total Revenue	\$ 2,075,245

Set Asides

UWOFA Scholarship	46,250
Supplementary Out-of-Country Medical Insurance	44,220
Transfer to CB and G Reserve Fund	0
Transfer to Post Employment Benefit Fund	50,000
Transfer to Special Reserve Fund	0
Interest Revenue on CB and G Reserve Fund	138,930
Total Set Asides	\$ 279,400

Dues Expense

CAUT	246,171
OCUFA	241,284
CAUT Defence Fund	89,760
Total Dues	\$ 577,214

Net Local Revenue	\$1,218,630
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Operating Expenses

Payroll & Release Time Expense

Wages and Salaries	400,000
Employee Benefits	110,000
Job Evaluation Review	20,000
UWO Administration Service Fee	1,000
Release Time - Regular	23,080
Release Time - Negotiating	0
Honoraria	1,000
Total Payroll & Release Time Expense	\$ 555,080

General and Administrative Expenses

Audit	9,000
Legal and Arbitration	350,000
Printing and Postage	6,200
Meetings	9,000
Insurance	4,800
Bank Charges	230
Office Supplies	8,000
Office Equipment	7,000
Appreciation Fund	8,300
Cloud Storage - Western	420

UWOFA Budget for the fiscal year November 1, 2020 to October 31, 2021

Parking	2,600
Computer Software Maintenance Fee	1,070
Website Hosting	5,500
Website Design and Maintenance	60,000
Database Design	3,000
Database Server	1,280
Repair and Maintenance	500
Telephone	3,500
Receptions	6,000
Travel	10,000
Advertising	200
Negotiations	0
Strike Preparations	0
Rental and Cleaning	14,000
External Solidarity and Donations	10,000
CCF Fund for Research and Professional Development	5,000
Covid Relief Fund	100,000
Grad Club Membership	20,001
Donation to Scholars at Risk program	10,000
Donation to A. Heinicke Service Award	2,000
Donation to T. Murphy Service Award	0
Staff Development	1,000
Total General and Administrative Expenses	\$ 658,601
Total Operating Expenses	\$ 1,213,681
Surplus/Deficit	\$ 4,949

The following changes were adopted by the Board of Directors.

By-Law No. 1

3.02 Term of Office of Directors

The term of office of twenty-one of the twenty-four elected ~~m~~Members of the Board of Directors shall be two years. To ensure year-to-year continuity of the Board, these terms shall be staggered such that, in ~~each a given~~ year, ~~either ten or~~ eleven ~~m~~Members ~~start begin~~ their ~~first year, while ten Members start their second year~~term. The term of office of three of the elected ~~m~~Members of the Board of Directors shall be three years. One of these positions shall be elected each year. Years of tenure of Directors and officers of the Association shall be from July 1 to June 30. No Member shall serve more than three consecutive terms, of any length of years, as a Director. A Director shall cease to hold office on the Director's removal, resignation, death or ceasing to be a Member.

3.04 Election

Directors shall be elected at the annual meeting in accordance with 7.11 for the positions due to ~~expire be vacant~~ at the conclusion of the academic year and for mid-term vacancies, as applicable. The Board of Directors shall consist of five ~~representatives Members~~ elected at large who concurrently are elected by the Membership as Directors and to the positions of President, Vice President, Past President, Treasurer and Secretary, respectively and nineteen ~~Directors Members~~ elected as follows: ...

5.02 Election of Vice-President

(1) The Nominating Committee shall present to the annual meeting ~~names of~~ not more than three ~~names Members~~ to be nominated as a Director at large and for the office of Vice-President. Nominations ~~of Members~~ shall be accepted from the floor of the meeting, with the consent of the person nominated. ...

5.05 Election of the Treasurer and Secretary

(2) The Nominating Committee shall present to the applicable annual meeting ~~names of~~ not more than three ~~names Members~~ to be nominated as a Director at large and for the office of Treasurer or Secretary, as the case may be. Nominations ~~of Members~~ shall be accepted from the floor of the meeting, with the consent of the person nominated. ...

5.08 Vacancy from Office

(1) Unless an officer has been removed, an officer shall hold office until the earlier of the end of the term of the office or the officer's resignation, ~~or death~~ or ceasing to be a Member.

7.01 Membership Conditions

(1) All members in good standing of the bargaining units covered by Certificates 4482-97 (Faculty) and 3846-03-R (Librarians and Archivists) as defined by the Ontario Labour Relations Board (including any amendment to the scope of those units contained in a Collective Agreement) and members in good standing of any bargaining units certified in the future and represented by the Association shall be deemed to be Members of the Association for the duration of their membership in the applicable bargaining units. ...

7.22 Additional Procedures for Voting

(3) When surveys, elections, or votes conducted online are complete, the results shall be downloaded from a secure server by an employee of the Association. If 7.21(4) applies this shall be in the presence of ~~an official scrutineer appointed by the President, who shall be a disinterested Member~~ those responsible for determining the results. If 7.21(4) does not apply this shall be in the presence of the Secretary.

8.02 Computation of Time

In computing the date when notice must be given under any provision requiring a specified number of days' notice of any meeting or other event, the date of sending the notice shall be excluded and the date of the meeting or other event shall be ~~excluded~~ included. For periods of seven or fewer days, non-business days shall be excluded.