



UWOFA Annual Meeting of Members Agenda

Tuesday, March 30, 2021

1:30 to 3:30 p.m.

Teleconference

To connect to the meeting:

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

Meeting ID: **913 9334 6560**

Press pound (#) when prompted for the participant ID

OR connect using the following link: <https://westernuniversity.zoom.us/j/91393346560>

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

Call to order and land acknowledgement statement.

1. Approval of the Agenda
2. Approval of Minutes of the Meeting of Members of November 24, 2020 – **EXHIBIT I**
3. Business Arising
4. President's Report: *B. MacDougall-Shackleton*
5. Audited Financial Statements: *B. Hawn*
Motion: That the membership approve the audited financial statements for the fiscal year ended October 31, 2020 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**: *J. Tennant and N. Narain*
8. Presentation of the Allan Heinicke Memorial Service Award: *B. MacDougall-Shackleton*
The recipient for 2021 is Stephen Pitel – biography in **EXHIBIT IV**.
9. Presentation of a special Tom Murphy Memorial Award for Outstanding Service to UWOFA: *B. MacDougall-Shackleton*
The recipient for 2021 is Tess Hooks – biography in **EXHIBIT V**

10. Presentation of the CAUT Dedicated Service Award: *B. MacDougall-Shackleton*
Recipients for 2021 are Christy Sich, Marianne Larsen and Sam Trosow – biographies in **EXHIBIT VI**.
11. Annual Committee and Representative Reports
Questions are welcome on any of the annual reports presented in **EXHIBIT VII**.
12. New Business
13. Adjournment

Minutes
UWOFA Meeting of Members
November 24, 2020

Speaker: Kelly Olson

President: Beth MacDougall-Shackleton

The meeting was held remotely by conference call starting at 1:30 p.m. Attendance was recorded (and quorum established) based on Members participating in Zoom video conference and e-mailing the Administrative Assistant to indicate their attendance. The Speaker explained the unique circumstances necessitating meeting by conference call rather than in person.

J. Tennant read the Land Acknowledgement statement.

1. Approval of the Agenda:

MOVED: B. MacDougall-Shackleton/N. Narain
That the agenda be adopted.

The motion carried unanimously.

2. Approval of Minutes of the Meeting of Members of March 31, 2020:

MOVED: J. Tennant/N. Zitani
That the minutes from the March 31, 2020 meeting of Members be approved.

K. Clark provided the recording secretary a correction to item 9, Presentation of the CAUT Dedicated Service Award. The second sentence for Kim Clark now reads: "She was an active member of the Certification Committee that unionized Western faculty members."

The motion carried unanimously as amended.

3. Business Arising:

There was no business arising from the March 31, 2020 meeting.

4. President's Report: B. MacDougall-Shackleton

Advocacy: Members of UWOFA participated in the Black Lives Matter rally and Scholar Strike Canada advocacy event for racial justice.

Athabasca University Faculty Association (AUFA): AUFA was threatened by a new proposed policy from the Athabasca University Board of Governors that would involuntarily remove more than half of the AUFA membership despite the members overwhelming desire to remain members of the association. UWOFA sent a letter to the Athabasca University Board of Governors stating that the proposed policy was anti-labour and if they were to remove members from AUFA, UWOFA would ask members to discourage their students from taking courses at Athabasca University. The AU Board of Governors has dialed back the proposed policy and to date, no AUFA members have been removed.

CAUT Parliament Hill Days: CAUT organized virtual Parliament Hill days in preparation for the federal budget announcement. B. MacDougall-Shackleton with other faculty association presidents met with members of Parliament. The following issues were discussed:

- More robust and predictable funding for post-secondary education.
- Increased funding of the tri councils, in support of basic research and student scholarships and fellowships.
- Increased student aid in the form of free tuition for students from low and middle income backgrounds to reduce financial barriers preventing these students from pursuing post-secondary education.

OCUFA Advocacy Days: OCUFA organized meetings with Members of Provincial Parliament. The following issues were discussed:

- University funding, faculty renewal, precarious employment, and the fact that Ontario has the highest ratio of students to faculty in Canada. MPPs agreed to

pressure the federal government to commit to a comprehensive strategy to ensure that retiring full-time tenured faculty members are replaced with new tenure-stream positions, that pathways are created for contract faculty to obtain secure jobs, and to reduce overall reliance on contract faculty in the system.

- The accreditation process for Canada Christian College which is part of omnibus Bill 213. Concerns include the trend towards privatizing postsecondary education, and that the Canada Christian College president is openly hostile to religious minorities, members of the LGBTQ community, and the scientific method. UWOFa also sent a letter to the Minister of Colleges and Universities outlining its concerns.
- An Order-in-Council relating to Bill 168, the Combating of Antisemitism Act, that circumvented public debate by enshrining into law the International Holocaust Remembrance Alliance's (IHRA) definition of antisemitism, and the illustrative examples, some of which conflate antisemitism with legitimate critiques of Israeli government policies. UWOFa discussed how the Order-in-Council threatens academic freedom.

Bill 124: 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. The challenge has been delayed due to Covid-19 and the hearings should take place early in the new year.

OCUFA Teaching and Academic Librarianship Award: Joel Faflak (Department of English and Writing Studies) received an OCUFA Teaching and Academic Librarianship award.

Navitas: UWOFa created a Navitas Task Force that would generate ideas and approaches to support, renew and reaffirm UWOFa's statement opposing arrangements with Navitas. Faculty of Arts and Humanities, Faculty of Social Science, Faculty of Science, Faculty of Education, and Faculty of Information and Media Studies have passed motions at their faculty council opposing Navitas.

According to the Provost, Western is surveying faculties for interest in Navitas.

Donations: UWOFa made donations to the following:

- \$2000 to the London and Area Food Bank
- \$500 to the Best First Day school supply drive
- \$500 to the legal defence fund of the 1492 Land Back Lane defenders

Covid Relief Fund: UWOFa is providing one-time funding of \$100,000 for UWOFa contract faculty Members (those holding a Limited-Duties Appointment or a Standing Appointment). Members may apply for amounts up to \$500 in total. There are two funding cycles. Each Member can submit only one application per cycle. Cycle 1 covered the period between March 14, 2020 and October 31, 2020. Cycle 2 covers the period between November 1, 2020 and April 30, 2021.

5. **Audited Financial Statements:** *B. Hawn*

Presentation of UWOFa's budget for the new fiscal year, November 1, 2020 to October 31, 2021.

B. Hawn reviewed the budget and highlighted the following:

- There was a decrease in revenues when compared to the previous year, which is due to an increase in faculty members accepting Western's retirement incentive over what was projected.
- There is no transfer to the Collective Bargaining and Grievance fund (CBGF). The CBGF has a healthy balance and there is no immediate need to increase the fund.
- Transfer to the Post Employment Benefit Fund is decreased from \$100,000 to \$50,000. The Fund's balance is well on the way to the projected amount required to cover the retirement expense of UWOFa's eligible employees.

- There is no transfer to the Special Reserve Fund. The Fund has a balance of \$100,000 and no decision has yet been made regarding what the Fund will be used for.
- UWOFA is undergoing a job evaluation review for its employees. A new budget line was added to address any salary increase that may result from the job evaluation review.
- Legal and Arbitration is increased to \$350,000.
- Website Design and Maintenance is increased to \$60,000 to cover the cost of updating the website to the new Drupal operating system.
- A new expense account has been set up to fund UWOFA's new COVID Relief Fund for contract faculty.

B. Hawn also reviewed UWOFA's surplus.

6. Revisions to By-law No. 1: N. Narain

MOVED: B. MacDougall-Shackleton/N. Zitani

That the Membership confirm the amendments to By-law No. 1 as adopted by the Board of Directors on September 25, 2020.

The motion carried unanimously.

7. Joint Committee Report: B. MacDougall-Shackleton

Three Letters of understanding related to Covid-19 modifying the faculty collective agreement were negotiated.

- Changes to the use of Alternative Learning Technologies due to Covid-19
- Changes to Annual Performance Evaluation Process due to Covid-19
- Student Questionnaires on Courses and Teaching during Covid-19

The Joint Committee also reached some agreements on other items not covered by formal Letters of Understanding.

- Probationary faculty, librarians and archivists can, upon request, receive a one-year extension on their probationary appointment.
- The employer has agreed to provide additional compensation under certain circumstances.

8. New Business:

There was no new business.

9. Adjournment:

MOVED: H. Perinpanayagam/N. Zitani

That the meeting adjourn. In the absence of any objection, **motion carried** (2:38p.m.)

The University of Western Ontario
Faculty Association
Financial Statements
Year ended October 31, 2020

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The University of Western Ontario Faculty Association
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For the year ended October 31, 2020

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Independent Auditor's Report

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

Report on the Audit of the 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, 2020, 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, 2020, 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 Corporation 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 Corporation'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 Corporation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Corporation'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 Corporation'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 Corporation'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 Corporation 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

...2021

Chartered Professional Accountants

Licensed Public Accountants

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As at October 31, 2020

	<i>Operating Fund</i>	<i>Grievances & Collective Bargaining Fund</i>	<i>Total 2020</i>	<i>Total 2019</i>
Assets				
Current				
Cash	\$ 847,595	\$ 179,044	\$ 1,026,639	\$ 950,195
Internally restricted funds (Note 3)	100,242	-	100,242	-
GIC investments (Note 5)	-	2,544,900	2,544,900	1,439,492
Interest receivable	-	113,230	113,230	116,068
Prepaid expenses	17,957	-	17,957	17,726
	965,794	2,837,174	3,802,968	2,523,481
Long term assets				
GIC investments (Note 5)	-	2,679,454	2,679,454	3,645,699
Capital assets (Note 4)	17,982	-	17,982	25,215
	\$ 983,776	\$ 5,516,628	\$ 6,500,404	\$ 6,194,395

Liabilities

Current

Accounts payable and accrued liabilities	\$ 185,180	\$ -	\$ 185,180	\$ 189,810
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Long-term liabilities

Post retirement benefit obligation (Note 6)	286,600	-	286,600	264,900
	471,780	-	471,780	454,710

Significant event (Note 9)

Fund balances

Operating Fund	511,996	-	511,996	361,191
Grievances & Collective Bargaining Fund	-	5,516,628	5,516,628	5,378,494
	511,996	5,516,628	6,028,624	5,739,685
	\$ 983,776	\$ 5,516,628	\$ 6,500,404	\$ 6,194,395

Approved on behalf of the Board

Director

Director

Statement of Operations

For the year ended October 31, 2020

	Operating Fund	Grievances & Collective Bargaining Fund	Total 2020	Total 2019
Revenue				
Membership dues	\$ 1,882,528	\$ -	\$ 1,882,528	\$ 1,914,583
Dues for Canadian and Ontario Associations	(569,417)	-	(569,417)	(575,085)
Net membership dues	1,313,111	-	1,313,111	1,339,498
Interest income	5,276	138,134	143,410	146,239
Total Revenue	1,318,387	138,134	1,456,521	1,485,737
Expenses				
Employee wages	541,112	-	541,112	489,170
Legal fees	309,280	-	309,280	201,481
Release time	111,792	-	111,792	136,433
Administration and general	48,600	-	48,600	67,552
Scholarships paid	45,000	-	45,000	34,000
Post retirement benefit expense (Note 6)	21,700	-	21,700	41,200
Grad club membership dues	20,697	-	20,697	21,018
Amortization	14,166	-	14,166	27,539
Occupancy costs	13,492	-	13,492	13,079
Donations	10,601	-	10,601	3,900
SAR Program Donation	10,000	-	10,000	10,000
Audit fees	8,928	-	8,928	7,831
Travel	5,581	-	5,581	19,348
Reception	5,529	-	5,529	5,742
Negotiations and strike preparations	1,104	-	1,104	56,890
Research and professional fund	-	-	-	4,947
Consulting fees - pay equity	-	-	-	2,250
Total Expenses	1,167,582	-	1,167,582	1,142,380
Excess of revenue over expenses for the year	\$ 150,805	\$ 138,134	\$ 288,939	\$ 343,357

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, 2020

	<i>Operating Fund</i>		<i>Grievances & Collective Bargaining Fund</i>		<i>2020</i>		<i>2019</i>
Fund Balances, beginning of year	\$	361,191	\$	5,378,494	\$	5,739,685	\$ 5,396,328
Excess of revenues over expenses		150,805		138,134		288,939	343,357
Interfund transfers (Note 7)		-		-		-	-
Fund Balances, end of year	\$	511,996	\$	5,516,628	\$	6,028,624	\$ 5,739,685

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The accompanying notes are an integral part of these financial statements

For the year ended October 31, 2020

	2020	2019
Cash provided by the following activities		
Operating		
Excess of revenues over expenses for the year	\$ 288,939	\$ 343,357
Adjustments for		
Amortization	14,166	27,539
	303,105	370,896
Changes in working capital accounts		
Accounts receivable	-	6,095
Prepaid expenses	(231)	(194)
Interest receivable	2,838	(58,521)
Accounts payable and accrued liabilities	(4,629)	24,291
Post retirement benefit obligation	21,700	41,200
	322,783	383,767
Investing		
Purchase of property, plant and equipment	(6,933)	(4,424)
Change in GIC investments	(139,164)	(78,184)
	(146,097)	(82,608)
Increase in cash resources	176,686	301,159
Cash resources, beginning of year	950,195	649,036
Cash resources, end of year	\$ 1,126,881	\$ 950,195
Cash and cash equivalents are comprised of:		
Cash - operating fund	\$ 847,595	\$ 772,960
Cash - internally restricted funds	100,242	-
Cash - grievances and collective bargaining fund	179,044	177,235
	\$ 1,126,881	\$ 950,195

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, 2020

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, 2020

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 0.20% - 0.35%, 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, 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, 2020

3. Internally restricted funds

During the year, the Association set aside \$100,000 as an internally restricted fund. These funds are in a cash savings account and were set aside to assist Members. No criteria has been set and no decision has been made as to how the funds will be dispersed.

4. Property, plant and equipment

	Cost	Accumulated amortization	Net	Net
Furniture and fixtures	49,692	38,122	11,570	12,265
Computer equipment	48,044	44,641	3,403	4,432
Computer software	28,148	27,034	1,114	2,825
Website development costs	70,556	68,661	1,896	5,693
	196,440	178,458	17,982	25,215

The amortization for 2020 was \$14,166 (2019 - \$27,539).

5. GIC investments

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

	2020	2019
BMO Nesbitt Burns - GICs of multiple institutions	2,025,009	926,606
Libro GICs	519,891	512,886
Total short term investments	2,544,900	1,439,492
BMO Nesbitt Burns - GICs of multiple institutions	2,679,455	3,645,699
Total short and long term investments	5,224,355	5,085,191

Short-term GIV investments represent amounts with maturity dates due within a year of the year-end date. Interest rates on the short-term GICs range from 2.25% to 3% with maturity dates between December 1, 2020 and February 12, 2021. Long-term GIC investments represent amounts with maturity dates beyond one year of the year-end date. Interest rates on the long-term GICs range from 0.8% to 3.25% with maturity dates between December 1, 2021 and December 12, 2022.

6. 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 \$35,852 (2019 - \$32,428). The fair value of plan assets for the year was \$Nil (2019 - \$Nil).

The accrued benefit liability relating to the post-retirement benefits is \$286,600 (2019 - \$264,900). This liability has been recorded in the financial statements.

The most recent actuarial valuation was completed as of April 30, 2020.

	2020	2019
Current service costs	16,800	14,900
Interest costs	9,600	8,800
Actuarial (gain) loss	(4,700)	17,500
Net benefit plan expense/loss	21,700	41,200

The University of Western Ontario Faculty Association
Notes to the Financial Statements
For the year ended October 31, 2020

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:

	2020	2019
Discount rate - post-retirement	3.20%	3.40%
Medical trend rate	5.12%	5.50%
Dental trend rate	2.75%	2.75%

7. Interfund transfers

During the period, \$Nil (2019 - \$36,000) was transferred from the Operating Fund to the Grievances & Collective Bargaining Fund. No amount was transferred from the Grievances & Collective Bargaining Fund to the Operating fund (2019 - \$Nil). These transfers were approved by the Board of Directors.

8. 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.

9. Significant event

During the year, there was a global outbreak of COVID-19 (coronavirus), which has had a significant impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on Association as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence.

2021-22 UWOFA ELECTIONS

Slate of Nominees

Vice-President Hiran Perinpanayagam

Secretary Vicki Olds

Designated Faculty Seats (two-year terms: July 1, 2021 to June 30, 2023)

Arts & Humanities	Laura Cayen
Information & Media Studies	John Reed
Health Science	Harry Prapavessis
Science	Greg Kelly
Social Science	Tony Weis

Designated Faculty Seat (one year term: July 1, 2021 to June 30, 2022)

Education	Melody Viczko
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Designated Membership Seat (two year term: July 1, 2021 to June 30, 2023)

Librarians & Archivists	Shawn Hendrikx
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At-large Seats (two year terms: July 1, 2021 to June 30, 2023, one seat must be filled by a Part-time Member)

Part-time Member	Nina Zitani
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Full-time Member	Gus Riveros
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Full-time Member	Ben Rubin
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Speaker for UWOFA (one year term) Kelly Olson

Speaker for UWOFA-LA (one year term) Erin Johnston

Secretary for UWOFA-LA (one year term) Liz Hill

For Information: Continuing Officers and Directors in 2021-22

President	Nigmendra Narain
Past President	Beth MacDougall-Shackleton
Treasurer	Barry Hawn

Designated Faculty Seats

Engineering	Abouzar Sadrekarimi
Ivey Business School	John Wilson
Law	Jason Neyers
Music	Ed Goehring
Schulich Medicine & Dentistry	Hiran Perinpanayagam

Designated Membership Seats

Limited Term	Jamie Johnston
Part-time	Luke Arnott

At-Large Seats

Full-time Members	John Paul Minda
Librarians & Archivists	Brian McMillan

The Allan Heinicke Memorial Service Award

2021 Recipient – Stephen Pitel

The Allan Heinicke Memorial Service Award was established in honour of the late Allan Heinicke, a former Chair and President of UWOFA. Later in his time with UWOFA he became a financial, technical and policy analyst. This award was developed to honour and recognize outstanding service and achievement in financial, technical and policy development or analysis supporting UWOFA's aims.

The award this year is being presented to Professor Stephen Pitel of the Faculty of Law.

Stephen has taken on a variety of roles within the structure of UWOFA and has completed them with an unerring attention to detail and calm professionalism. He showed incredible attention to detail and commitment in leading the incorporation of UWOFA under the Canada Not-for-profit Corporations Act in 2017. The process of becoming a federal not-for-profit corporation was complex. As a Professor in the Faculty of Law, Stephen had the technical and professional expertise to take on this project. His diligent leadership and clear explanation to UWOFA board of directors and members aided the completion of this monumental project in a timely manner. The additions to the bylaws addressed the job descriptions for officers (something UWOFA did not previously have), terms of reference for committees (also not previously set out), the Librarian and Archivist Stewards Council, the Representatives Council, particular aspects of the two bargaining units, negotiations, and the distinction between bylaws and policies. In all of these documents, Stephen took the opportunity to modernize various aspects of corporate governance while retaining UWOFA's fundamental structure. In addition, the corporate name was changed to "The University of Western Ontario Faculty Association" and the financial year-end was moved to October 31 to comply with statutory requirements for the timing of the annual meeting of members.

Stephen was Vice-President of UWOFA in 2016-17, President in 2017-18 and Past President in 2018-19 and also for the first six months of 2020. He was a member of the Collective Bargaining Committee, Joint Committee where he was very active in developing UWOFA's positions to the many issues raised by the pandemic in the spring of 2020. He represented UWOFA on the Provost's Ad Hoc Committee on Freedom of Expression in 2018. Stephen was the Speaker for meetings of members from 2012 to 2016 and ran well-organized meeting with just the right level of humour and good cheer. He has served on many UWOFA committees including the Policy and Governance Committee, having been the driving force in reforming and revising more than a dozen of UWOFA's policies. He received the Dedicated Service Award from CAUT in 2020.

Stephen has been selfless in his contributions to UWOFA. He epitomizes the values that underpin the Allan Heinicke Memorial Service Award.

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. The Tom Murphy Memorial Award is awarded every two years and was last awarded in 2020. This year UWOFA is pleased to present a special award to contract faculty member Tess Hooks who was married to Tom and would otherwise be a deserving candidate.

2021 Recipient – Tess Hooks

Tess has been involved with UWOFA since 1998. She served on UWOFA's Executive Committee from 1998 to 2001. She served on the Negotiating Committee for the 2002-06 faculty collective agreement and as the Chief Negotiator for the Distance Studies Letter of Understanding for the 2006-10 collective agreement. She was UWOFA's long time Grievance Officer (2008 to 2016) and served afterwards on the Grievance Committee. She served as a member of UWOFA's Status of Women Committee, Salary Committee and the Pension and Benefits Committee. In addition to her national service with the CAUT Defence Fund, Tess at various times has been a member of the CAUT Collective Bargaining and Economic Benefits Committee and the Contract Academic Staff Committee. In 2017 Tess received the CAUT Bernice Schrank Award for outstanding contributions to the enforcement of academic staff workplace rights through grievance/arbitration. During the period 2009-14, Tess served as chair and co-chair of the OCUFA grievance committee. More recently she served as co-chair of UWOFA's Strike Action Committee. Tess's commitment to insuring the fair treatment of UWOFA members runs deep. Countless UWOFA members benefitted from her tireless work and service on the Grievance Committee and her continued advocacy for contract faculty. Tess exemplifies the values of UWOFA and is a most worthy recipient of this prestigious honour.

2020-2021 Recipients of the CAUT Dedicated Service Award

In the fall of 2020 the Executive Committee voted unanimously to nominate the following UWOFA members as recipients of the CAUT Dedicated Service Award.

Christy Sich

Christy Sich served as co-chair of the Strike Action Committee for Librarians and Archivists in 2019. The unit came extremely close to striking: without Sich the preparations for the almost-strike would not have been successful. In her role as co-chair of Strike Action Committee she also served as a member on several subcommittees, and helped to negotiate a new Labour Disruption Protocol that made important gains over the previous agreement.

Marianne Larsen

Marianne Larsen was instrumental in mobilizing UWOFA's members against an agreement that would outsource international education to the private, for-profit pathway provider Navitas. As an expert in the education of international students, Larsen compiled research that showed clearly how the proposed deal would undermine many of UWOFA's core values. She shared her expertise at five faculty councils, leading all five to robust rejection of the deal. Other important service includes four years on UWOFA's Board of Directors plus another six months as official observer on the Board; and service and training as Picket Captain in preparation for the narrowly averted strike in 2018.

Sam Trosow

Sam Trosow has been an active member of UWOFA since 2002. He served for four years on the Board of Directors and for an additional year on the Executive as Secretary. He also served for years as UWOFA's Privacy Officer, on the Grievance Committee, on the Policy and Governance Committee, the 2018 Faculty Strike Action committee, and a time on the Librarians and Archivists Negotiating Committee. Trosow served on the Joint Committee, on the Implications of Technology and continues to advise on copyright and fair-use dealing, and freedom of expression. Through his work for UWOFA, Western's Senate and the Board of Governors he has been a strong voice for transparent, inclusive and collegial self-governance.

Annual Committee Reports (2020-21)

Committee for Contract Faculty

Co-Chairs: Lauren Barr, Nigmendra Narain

Members: Lauren Cayen, Jason Dyck, Corey Isaacs, Ewa Kowalski, Peter Krats, Christina Maco, Benjamin Rubin, Nina Zitani

Full Committee Meetings This Academic Year:

1. Nov 5, 2020
2. Dec 22, 2020
3. March or April 2021 (TBD)

Concerns Raised

- Experience of Contract Faculty in relation to COVID-19
- Naming conventions (part-time, contract, limited duties, etc.) what each one says about this role and the inconsistent way they are used
- It feels as though there is a lack of clarity on the Teaching Scholar role

Highlights of this year's activities:

- Contract Faculty Research and Professional Development Fund: received 9 applications all of whom we were able to provide funding in equal amounts (\$10,000 / 9); the total number of applications were lower, we believe this was likely an impact of COVID and overly busy schedules this year. Despite, that fact, we were still only able to partially fill each applicant's request. The appreciation for this fund is definitely felt by contract members. There is some incredible research and professional development opportunities happening. For most applicants, this was the sole place to receive financial support for their research and professional development.
- COVID relief fund: CCF worked with the UWOFA Board of Directors to set up a Relief Fund for Limited Duties Contract Faculty, and its terms are posted on the UWOFA website; total funds allocated for this was \$100,000 and members applied to receive up to \$500; as of February 28, we received 81 applications, with 78 of disbursement approvals, and \$32,720 for disbursement; the deadline to apply is May 14.

Communications Committee

Chair: James Compton

Members: Vanessa Frank, Alison Hearn, Tony Weis

The Communications Committee has had a busy year working on initiatives that support members and defend the core mission of the university. The Committee's overarching goal is to always send messages that the union is here to help, which communicates solidarity among members as a community of scholars.

The Committee worked on the following:

- Virtual meetings with the president and chief negotiator on a communications plan regarding the announcement of the pandemic-related Letters of Understanding.
- Helped draft the member survey on working conditions during the COVID-19 pandemic.
- Plan, interview, research, write, and design the fall issue of Faculty Times. The spring issue is in production.
- Prepare notes for Faculty Representatives to share with colleagues (advocacy updates from UWOFA)

Media

Committee members helped the president prepare for interviews with local media regarding two main topics: Western's pandemic response and the Chancellor's non-essential travel outside the country in December. UWOFAs have been in the news 16 times so far this academic year, which is well above normal for a non-bargaining year.

Next Steps

The Committee is currently working on the spring issue of Faculty Times and is eager to support preparations for the next round of faculty bargaining.

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 UWOFAs 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 2020. This is the third 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 UWOFAs 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 UWOFAs 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 UWOFAs Board concerning scholarship levels. The total scholarships awarded represent some 349 scholarship awards during calendar year 2020, an increase of 76 over 2019, indicating a high level of use of the program and contributing to an operating deficit for the year.

The committee will review plan finances in the summer once more complete financial information is available and make a recommendation to the UWOFAs 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 2020 calendar year, with comparative information for 2019**

	2020	2019
	\$	\$
Balance Forward	2,239,427.87	1,981,503.86
Revenue		
Scholarship Fees	1,551,404.00	1,545,876.00
Interest Income	<u>14,876.09</u>	<u>25,543.01</u>
	1,566,280.09	1,571,419.01
Expenses		
Scholarships	(1,709,470.00)	(1,313,495.00)
Operating 12 month surplus/(deficit)	<u>(143,189.91)</u>	<u>257,924.01</u>
Closing Balance	<u><u>2,096,237.96</u></u>	<u><u>2,239,427.87</u></u>

Equity Committee

Co-Chairs: Beth Lee and Treena Orchard

Members: Shantanu Basu, Pamela Block, Denise Horoky, Lindsay Nagamatsu, Jana Seijts, Kim Verwaayen

Meeting this academic year:

Equity Member Meeting: October 5, 2020 (Location: Zoom), January 5, 2021 (Location: Zoom)

Highlights of this year's activities:

1. The equity committee made antiracism statement.
<https://www.uwofa.ca/article/uwofa-equity-committee%E2%80%99s-anti-racism-statement>
2. The first "Equity Profiles" which aim to highlight any UWOFA members who undertake equity-related work worthy of profiling was featured in UWOFA website as well as Faculty Times.
<https://www.uwofa.ca/article/uwofa-equity-champions>
3. Wendy Pearson who is involved with the Joint Employment Equity Committee (JEEC) approached the equity committee to help her update the employment equity guide. JEEC is updating the employment equity guide this year. Currently OFR has data on the 4 federally mandated categories (i.e., women, Indigenous, visible minorities, and people with disabilities) but lacks data of other equity and inclusion-seeking groups. She asked the committee to help gather more information and data on them among the members. She and the committee created the survey, the UWOFA rolled out the survey, the committee analysed the data and provided the summary of the results to Wendy.

Faculty Representatives Council

Chair: Jeff Tennant

As of mid-March 2021, there were 33 representatives and 15 vacancies on the Representatives Council (with the greatest number of department-level vacancies in the Faculty of Health Sciences and the Schulich School of Medicine and Dentistry). The Communications Officer, in consultation with the chair and the UWOFA President, continued throughout 2020-21 to distribute monthly reports on matters on which UWOFA is working for representatives to use to inform their constituencies. In addition to providing such UWOFA messaging for department and faculty meetings, representatives also accompanied Members to meetings for increased workload accommodation requests and reported to the UWOFA leadership concerns from their colleagues about their working conditions in the current public health circumstances. Due to the COVID-19 situation and a partial medical leave of the chair from October to February, the Representatives Council had not yet held a meeting in the current academic year as of the date of this report. The Representatives Council will be called upon in the Spring of 2021 to begin work on mobilizing the membership of the Faculty Bargaining Unit in preparation for the 2022 round of negotiations.

Grievance Committee

Chair and Grievance Officer: Kathleen Fraser

Committee Members: Cody Barteet, Elizabeth Bruton, Caroline Dick, Neil Klar, Steven Laviolette, Rogemar Mamon, Hristo Sendov, Warren Steele, Marisa Tippet, Liana Zanette

Professional Officer: Cindy Cossar-Jones

Member Services Officer: Lina Rodriguez

Ex-Officio: Beth MacDougall-Shackleton, Nigmendra Narain, Jeff Tennant

The Grievance Committee Annual Report will focus on two areas: the impact of the pandemic on Members of UWOFA and the intersection of two Collective Agreement changes and the work of the Grievance Committee.

During the ongoing pandemic, we have witnessed an increase in the number of Members contacting the Union; Members have had a variety of concerns, many to do with Workload pressures, particularly in the area of Teaching. In addition, we have noted higher levels of stress and anxiety in many Members. We are here to listen, support, and give advice. We are also vigilant about Collective Agreement deadlines and Members' rights under the Collective Agreement; the pandemic has been challenging where CA deadlines are concerned. An important part of the work of the Committee is supporting our Members through difficult periods in their lives; the pandemic's "social-distancing", "virtually-meeting", and "working-from-home" could have been barriers to this support; however, as Chair, I would like to thank the Professional Officer, the Member Services Officer, and the Case Officers for the remarkable and imaginative work done to overcome these potential barriers.

Throughout 2020-21, there has been an increase in the number of Discrimination & Harassment Investigations. As noted last year, some of the increase is due to changes in legislation outside of the University. Related to the increase, I would also like to draw attention to a change in the current Collective Agreement's *Academic Responsibilities* Article, a change described on UWOFA's website as follows:

Adds elements from the School of Graduate and Postdoctoral Studies regulations as obligations of Members in fulfilling their academic responsibilities (see the list in clause 9(e)), with the qualification that students shall also meet the relevant expectations and requirements. These elements include providing timely feedback on drafts and scholarship applications and allowing students to engage in professional development.

Many of our Members have graduate student Supervisory roles. I would strongly encourage Members to review the Expectations and Requirements of Supervisors in section 11.02 at the following link:
<https://grad.uwo.ca/administration/regulations/11.html>

An Investigation finding of not fulfilling the Requirements could lead to Discipline.

Finally, there was an important change to the *Conflict of Interest/Commitment* Article, again summarized on the UWOFA website as follows:

- *Requires Members to declare the existence of an actual, apparent or potential conflict.*
- *Specifies that an **actual** conflict of interest arises when a Member is involved in a sexual or otherwise intimate relationship, or other close personal relationship, with a student with respect to whom the Member is in a supervisory or evaluative role.*
- *Specifies that an **apparent or potential** conflict of interest arises when a Member is involved in a sexual or otherwise intimate relationship, or other close personal relationship, with a student who is enrolled in a course or program offered by a Faculty in which the Member has Academic Responsibilities or in any graduate program in which the Member has Academic Responsibilities.*

The declaration is a requirement of Members. If in doubt about what constitutes a conflict of interest, please consult with UWOFA or your Chair/Director/Dean.

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)

Matthew Barry (User Experience and Student Engagement)

Cindy Cossar-Jones (UWOFA Professional Officer)

Lina Rodriguez (UWOFA Member Services Officer)

Elizabeth Mantz (UWOFA-LA Joint Committee Representative), replaced Oct-2020 by Brian MacMillan

Courtney Waugh (FIMS and Research and Scholarly Communications)

Anne Quirk (Archives and Special Collections)

In accordance with UWOFA By-law 4, the committee meets monthly to provide a discussion forum for issues arising from and centering on the UWOFA-LA Collective Agreement and questions raised by UWOFA-LA Members. During this reporting period (July 1, 2020-present) the committee met once monthly with a few exceptions.

Member questions over this period mostly related to work modifications due to COVID-19.

Highlights of this year's activities:

1. Annual Review Report Submissions

Much discussion was had regarding the fact that faculty were exempted from completing APE's due to the pandemic, while Librarians and Archivists (L & A's) were expected to complete our Annual Review Report (ARR) submissions (the equivalent to APE's) by Catherine Steeves, Vice-Provost and Chief Librarian. This was an issue for a small portion of the L&A's, though it was not up for debate. As a result, the LASC brought a deadline extension request forth at Joint Committee. Through discussions an extension to November 15 of the deadline for Members to submit their annual review submission, clause 10 of the *Annual Report and Review* article, for the 2020-21 ARR cycle was agreed upon. The extension also shifted related timelines for the

completion of the Annual Review Report (clause 11.2) forward to December 15 and any other timelines in this process accordingly.

2. Collective Agreements - session for Co-op students

Members of the LASC (Roxanne Isard and Denise Horoky) hosted a session for four Western Libraries co-op students. We had the students complete some pre-reading of articles relating to Librarians and Archivists in higher education. We also had them investigate information from four different academic institutions across Canada and asked them to consider the following questions:

1. What is the salary range for an entry level Librarian or Archivist position?
2. Are there ranks for librarians and archivists? If so, what are they?
3. What are the provisions related to permanence / tenure / continuing status?
4. Are librarians and archivists required to do research?
5. What are the elements of workload for librarians and archivists?
6. Are there defined hours of work? If so, what are they?
7. What is the professional development allowance for 2019?
8. How are the roles of librarian and archivist differentiated?

During the 2-hour conversational style Q&A session we then compared and contrasted information found and answered UWOFAL collective agreement related questions.

Coming up:

1. LASC will be hosting a UWOFAL members-only virtual (zoom) meeting on March 12th, 2021 prior to the 'Library Forum's' inaugural meeting with senior administration (to take place second half of March 2021 - TBD). 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 to achieve greater professional autonomy. We will also make members aware that this is a place where we can have a voice and hold the Senior Leadership Team (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).
2. We are hoping to resurrect our plan to have the LASC complete a workshop titled "Crucial Conversations" by VitalSmarts. We contemplated participating in the workshop online, however, the committee decided that in person participation is preferable given the content. The workshop will be a full-day workshop or two half-day workshops and is designed to provide a toolkit for helping Members have meaningful discussions with others.

Pension and Benefits Committee

Chair: Barry Hawn

Members: Roger Khayat, Christina Maco, Ajit Pyati, Lina Rodriguez, Ruth-Ann Strickland, Jeff Tennant, Johanna Weststar

The Pension and Benefits Committee's primary undertaking has been to evaluate and explore potential options for an alternative pension plan arrangement for our members. There continues to be calls from a material contingent of our membership for UWOFAL to consider the possibility of transforming our current defined contribution plan into some form of defined benefit plan. Any such change would be a significant bargaining issue and the committee feels it is necessary to provide our members with comprehensive information on the pros and cons of our plan compared to a defined benefit option so that our members can vote on whether this matter should indeed be included in a future round of bargaining.

The committee evaluated the two most prevalent defined benefits plans that UWOFAL could consider in this regard, those being the CAAT "DB Plus" plan and the University Pension Plan (UPP), both of

which are potentially open to new members. After exploring both options the committee has recommended that the CAAT plan not be pursued as the expected pension income payouts to members upon retirement is estimated to be so low that it would not be expected to provide a meaningful improvement above our current pension plan. The UPP plan however continues to be a viable option that may be desirable to our membership.

At the time of writing this report, the committee is engaging the Coordinators of the UPP to determine if they are interested in supporting us in joining the UPP should we decide to do so. If they are open to permitting us to join, we will discuss with them how we might transition to the UPP given that we are currently in a defined contribution environment. Transitioning from a defined contribution pension plan to a defined benefit plan is fraught with complexities that would need to be explored prior to being able to present the necessary information to our members to allow them to properly vote as to whether they would like UWOFA to bargain for such a change.

There have been several members who have expressed frustration regarding not being able to reallocate PER/HCSA money due to the realities of the COVID environment we are living in. Some members feel that they were not able to use their allocated funds in the manner they had expected in 2020 and wished they had the opportunity to reallocate between these benefits accordingly. The employer has continued to remind us that they are not permitted to allow a reallocation once a member has made their choice. Members are reminded that any money in their PER accounts will be carried forward and remain available to members until the end of the current collective agreement. We have received several great suggestions from members and committee members alike on other benefit related issues that will be presented to the bargaining team for their consideration in time for the next round of bargaining. Those issues surround a call for improved benefits in the area of mental health treatment, expanding our benefits to allow occupational therapists to be covered by the \$15/visit benefit, and expanding post retirement benefits, among others. The committee will ensure the membership is surveyed on any other issues they wish the bargaining team to consider as we get closer to the end of the collective agreement. Members are encouraged to contact the committee should they have further recommendations.

Finally, there has been a suggestion that the committee undertake a survey of our membership to determine if our members are satisfied with the quality of the service we have been receiving from Sunlife. This project has not been initiated at this time and may be deferred until the fall of 2021.

Policy and Governance Committee

Chair: Nigmendra Narain

Membership: Cindy Cossar-Jones, Jane Laforge, Vicki Olds, Viktor Staroverov

Meeting: December, March (forthcoming)

The Policy and Governance Committee were the beneficiaries of significant work done previously to amend and revise various policies. With the current pandemic situation, we remain focussed largely on revising and improving UWOFA governance in relation to the following areas: Accessibility, Grievance, Strike Manual, Negotiations, and PIPEDA. These include considering innovations, forethought and responding to legal advice. In most cases, we have are finalizing wording for completion, and will be forwarding to the Board as appropriate.

Salary Committee

Chair: Laura Stephenson

Members: Matt Lebo, Christina Maco, Beth MacDougall-Shackleton, Abouzar Sadrekarimi

Thanks also to: Jim Davies for assisting with the analysis of data

The Salary Committee's main activity this year was research, to help UWOFA prepare for the next negotiation season. Traditionally, the committee looks at faculty salary data at Western and its comparators, settlements achieved at other institutions, and developments in society and the

economy. OCUFA provides valuable data and analyses that help with this work. These reports are important for understanding the absolute and relative state of compensation packages at Western.

We anticipate having faculty salary data from UCASS (now run by Statistics Canada) for up to the 2019-20 salary year. Data for librarian and archivist salaries is provided by the American Association of Research Libraries (AARL) and the Canadian Association of Research Libraries (CARL).

The Salary Committee monitors 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, which is encouraging.

In light of existing trends in society and across other universities, this year's Salary Committee is also considering a set of recommendations for UWOFA to prioritize during the next round of negotiations.

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

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, 100+ Western University staff members have received this award. Normally nearly 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 who have individually and collectively made an outstanding contribution not only to the campus community, but also London community (and beyond) over a number of years. The selection committee is composed of members from several employee groups on campus: an UWOFA representative, 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. Due to COVID, the Awards committee met once via Zoom. Each committee member reviewed and ranked the nominations received, and then the Committee discusses and decides the award winner. In addition, all nominees are recognized for their contribution to making Western University a better workplace. The 2020 recipients were formally recognized at the Western Award of Excellence Ceremony in February 2021 via a Zoom award ceremony and posted on online. The 2020 recipients of The Western Award of Excellence

- Kam Abado - *Faculty of Social Science*
- Terra Ahrens – *Western Engineering*
- Jodi Freeman – *Housing & Ancillary Services*
- Rick Gibson - *Schulich School of Medicine & Dentistry*
- Tigger Jourard – *Western Law*
- Clare Tattersall - *Western Engineering*
- Teaching and Learning Leadership Team – *Centre for Teaching and Learning*
- Aisha Haque, Melanie-Anne Atkins and Stephanie Horsley

Employee Assistance Plan Committee

UWOFA Representative: Kim Verwaayen

Morneau Shepell has been serving as Western's provider for our Employee and Family Assistance Program (EFAP) since September 2019 but the service has been recently revised and re-branded to the online platform *LifeWorks* as of January 2021 (and, with rebranding, the program acronym shifts back to EAP,* although eligible family members retain coverage). While phone care continues as before, employees must register online with *LifeWorks* in order to access the platform's tools and services. Whereas enhancement of online services -- particularly under pandemic conditions, including as in-person counselling currently remains suspended -- may be a substantively positive development for many of our Members, users may have new questions/concerns about privacy and use of data. *LifeWorks* requires employees to give consent via personal data not only to use the services but even to see what services, resources, tools may be offered there; this agreement is a condition of access to the site itself. Data collected and shared with Morneau Shepell to this end requires employee name, employee number, Western email, group (department/faculty), and country of residence. Concerns related, but not limited, to potential impact for user hesitancy to engage the services (due to consent policy for data collection and use) have been flagged to MS Leadership; Western HR addresses use of data, privacy protection and confidentiality in the FAQ at their site and is preparing an informational video soon to be released to address employees' potential questions and concerns.

Further, and in relation to the services broadly: while Western employees using EAP services can specifically request to see a male or female counsellor, an ongoing question from UWOFA for

Morneau Shepell has been in relation to culturally-informed counseling, including in terms of the absence of mechanisms for requests to work with, for example, counselors of colour. Morneau Shepell has responded that it is currently engaging in a review of its EDI practices, is considering this issue specifically, and may have positive updates to emerge in May. (An encouraging development out of this broader review is that Morneau Shepell has expanded its data collection categories for employee groups' usage of services to include non-binary gender in addition to its standard male and female classifications. It does not currently collect other data related to social location beyond gender.)

It may be timely now to undertake a survey of our Membership (particularly a year in to pandemic) on use of and satisfaction with Morneau Shepell's services. HR has been consulted and UWOFA will raise the issue of a Members survey at or before the next EAP meeting in May and invite collaboration with the other employee groups on campus in this endeavour.

UPDATE AS OF MARCH 5 2021:

The EAP Committee was informed today that there has been a setback with the configuration of *LifeWorks* which requires reconfiguration of the platform requiring current accounts to be disabled and registration invites to be re-issued next week. Support remains in place for existing users during transition and more information is scheduled for an EAP committee meeting March 8.

Joint Committee

UWOFA Chair: Beth MacDougall-Shackleton

UWOFA co-chair: Jeff Tennant (Beth MacDougall-Shackleton acting co-chair October 2020 - February 2021)

Other UWOFA members: Cindy Cossar-Jones, Kathleen Fraser, Beth MacDougall-Shackleton, Brian McMillan, Nigmendra Narain, Ben Rubin (October 2020 - February 2021)

Thanks also to: Johanna Weststar for co-chairing Joint Committee prior to July 2020; UWOFA's appointees to several working groups mandated by Letters of Understanding; Indigenous Faculty Advisory council.

Meetings this year: July 14, 2020, Sep 29, 2020, Oct 22, 2020, Nov 23, 2020, Dec 17, 2020, Jan 25, 2021, Feb 23, 2021. Additional meetings are scheduled for Mar 22, 2021, Apr 26, 2021, May 26, 2021, June 22, 2021.

Joint Committee representatives of UWOFA's two bargaining units meet monthly with the Employer's representatives to discuss matters related to administering, operating, and interpreting the Collective Agreement. This year, the major disruption to Members' working conditions caused by the Covid-19 pandemic necessitated forming an additional ad hoc working group within Joint Committee (UWOFA membership Jeff Tennant, Beth MacDougall-Shackleton, Nigmendra Narain, Cindy Cossar-Jones) focused on Covid-related accommodations and arrangements.

Major items discussed at Joint Committee include,

- Letters of Understanding modifying the [Librarian and Archivist](#) and [Faculty](#) Collective Agreements. This LOU mandates equity representation on Search Committees (L&A, Faculty) and Chair Selection Committees (Faculty)
- Letter of Understanding modifying the Faculty Collective Agreement, making review processes more equitable for [Indigenous faculty members](#). The LOU recognizes the additional and distinct demands placed on the time and workload of Indigenous faculty members and modifies the Articles Annual Performance Evaluation; Promotion, Tenure and Continuing Status; and Workload.
- Discussion of Limited Duties conversions to Limited Term appointments (minimum of 12 mandated in 2018-22 Faculty Collective Agreement). The employer confirmed that most of these conversions are in process through the 2020-21 budget cycle and that Western is on track to have created the 12 required positions by the end of the current Faculty collective agreement. It seems unlikely that these positions will be distributed equitably across Faculties.

- Discussion of Teaching Scholar positions (minimum of 12 mandated in 2018-22 Faculty Collective Agreement). The employer confirmed that most of these positions are being created through the 2021-22 budget cycle and that Western is on track to have created the 12 required positions by the end of the current Faculty collective agreement. It seems unlikely that these positions will be distributed equitably across Faculties. Joint Committee has agreed upon language surrounding APE for members holding Teaching Scholar positions, and is drafting language clarifying their Sabbatical eligibility.
- (Covid-related) Letter of Understanding modifying the Faculty Collective Agreement giving members the choice whether or not to include [data from student questionnaires](#) (SQCTs) conducted in winter 2019-20 or academic year 2020-21 for evaluation processes.
- (Covid-related) Letter of Understanding modifying the Faculty Collective Agreement formally recognizing that the move to online delivering of course content will be called [emergency remote teaching](#), not online teaching. This change in nomenclature acknowledges that the move to remote teaching is temporary and that faculty members are working under extraordinary circumstances. The LOU also temporarily waives the provision that any decision to introduce alternative learning technologies in courses be done according to the unit's normal decision-making process, in recognition that emergency remote teaching is temporarily required during the pandemic.
- (Covid-related) Letter of Understanding modifying the Faculty Collective Agreement establishing that [Annual Performance Evaluation \(APE\)](#) would not be carried out in the 2020-21 academic year. The LOU also mandates a joint working group to recommend guidelines for taking into account the consequences of the COVID-19 pandemic and emergency remote teaching in subsequent APE cycles.
- (Covid-related) Agreement on a process allowing faculty members to request workload review or additional compensation for substantially increased teaching workloads
- (Covid-related) Agreement that probationary faculty, librarians and archivists were entitled to request a one-year extension to their probationary period; all requests were to be approved

Discussions are ongoing about academic year 2021-2022 and processes that may be impacted by the pandemic. Topics under discussion include further deferrals of sabbatical, extending the option of including or excluding SQCT data in evaluation processes, option for faculty to continue teaching remotely in September 2021 if desired, the APE process in 2021-22, and other matters.

Joint Employment Equity Committee

UWOFA Representatives: Denise Horoky, Wendy Pearson

The committee is meeting month and working to revise the Employment Equity Guide, particularly in the light of the university's increasing focus on Equity, Diversity, and Inclusion (EDI) and decolonization.

Joint Occupational Health and Safety Committee

UWOFA Representatives: Peter Chidiac 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 Felix Lee) on the JOHSC are to participate and represent UWOFA in the monthly meetings of the JOHSC. Because John Ciriello has recently retired, our new representative on the JOHSC along with Felix Lee is Peter Chidiac. The Committee meets monthly to review any safety-related issues within the University. These include

accident/injury reports, work refusals, critical injuries, and workplace violence and harassment. The committee examines how incidents 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. One particular point that was raised included the year-by-year increase in the number of suspicious persons on campus.

A UWOFA representative participates 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 2020, each representative from the different employee groups had planned to participate in 4-5 inspections, but the inspections were cut short due to COVID-19.

Not surprisingly, COVID-19 became the main discussion point in virtually every meeting since April of 2020. Specific issues discussed included the residence outbreaks, data from the MLHU, on-site testing at the Western Sports & Recreation Centre, return-to-campus questionnaires, classroom ambassadors, campus operations, room capacity limits, and most recently, the return to in-person learning.

Other topics that were discussed included various policies (Animal Allergen Reduction, Health and Safety, Transportation of Dangerous Goods, Hazardous Chemical Waste, and Flammable and Combustible Liquids in Laboratories), Ministry of Labour field visit reports, and hazardous roof work at the powerplant.

London District Labour Council

UWOFA Observer: Beth MacDougall-Shackleton

Meetings attended: July 7, 2020, February 3, 2021, March 10, 2021

The LDLC represents and advocates for organized labour in London and the surrounding district. UWOFA is not among the unions that are formally affiliated with the LDLC, but we have Observer status. Recent activity at LDLC includes advocating for improved health and safety measures during the pandemic; formally endorsing MPP Peggy Sattler's private member bill calling for paid sick days for all Ontario workers; lobbying for migrant workers to receive free and priority access to Covid-19 vaccine; and calling for a national plan on homelessness and a universal guaranteed annual income.

OCUFA Board of Directors

UWOFA Director: Beth MacDougall-Shackleton

Meetings this year: October 31, 2020, February 20, 2021

At the October meeting of the OCUFA Board of Directors, member organizations discussed challenges that faculty members, librarians and archivists are facing as a result of the Covid-19 pandemic. We also reaffirmed the top three priorities for academic year 2020-2021: OCUFA will continue to focus on good jobs, university funding, and capacity building among members. In response to concerns that policing on Ontario university campuses threatens the safety of faculty, staff and students who are Black, Indigenous or persons of colour, the Board struck a working group to examine policing on campus and explore alternatives that would help ensure campuses are safe for everyone. The Board passed a motion of solidarity with the Six Nations 1492 Land Back Lane defenders protesting the development of Haudenosaunee land near Caledonia, and donating \$5000 to their legal defense fund. Another motion passed, in response to the Ford government's Bill 168, expressed the Board's support for academic freedom and condemning antisemitism and all forms of racism. Outside of the main meeting, small-group sessions discussed effects of the pandemic on

equity, contract faculty, collective bargaining, member engagement, grievance trends, and collegial governance.

At the February meeting, much discussion focused on Laurentian University's recent filing for court protection under the Companies' Creditors Arrangement Act (CCAA) and the refusal of the Ministry of Colleges and Universities to take action. OCUFA's position is that pursuing CCAA protection is inappropriate, as that process is intended for private-sector companies, not public institutions. OCUFA organized a week of advocacy and meetings between member association leaders and MPPs; a social media campaign using hashtags #FundLU and #HumansOfLU; and a letter-writing campaign that has seen ~6000 emails sent to Minister Romano and Premier Ford asking them to properly fund Laurentian in the short and long term. Outside of the main meeting, we discussed results of a recent OCUFA poll surveying Ontario faculty and students on the impact of Covid-19 on university life and education. A large majority of both groups agree that online learning has negatively affected the quality of education in Ontario.

OCUFA Committee for Contract Faculty and Faculty Complement

UWOFA Representatives: Nigmendra Narain and Ben Rubin

Committee composition: CFFC is composed of 35 representatives from 16 Ontario University and College faculty associations. It is chaired by Kimberly Ellis-Hale (WLUFA) and organized and supported by Jordyn Perreault-Laird and Hind Eideh (OCUFA).

The CFFC generally meets virtually on a bi-monthly schedule. We met more often (weekly) during the late spring and early summer of 2020 to discuss the fast-developing situation with COVID on different campuses.

Highlights of this year's CFFC activities:

1. Met weekly throughout much of the late spring and early summer to share information among Faculty Associations about University responses to COVID19 and their impact on Part-time and Full-time faculty.
2. Helped advertise CAUT's virtual Fair Employment Week (Oct 2020).
3. Organized a Social Media Day of Action (originally scheduled for February 2021 and postponed so that committee could focus on supporting the Laurentian Faculty Association) New date TBD.

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

Due to COVID, most operations for parking were suspended, except for necessary enforcements, such as parking in emergency routes, etc. At different times, UWOFA representation was made to suspend parking fees; there were various times through the past year when fees were suspended. Other requests were represented, such as temporary loaning of parking passes, and information was then disseminated through appropriate channels after responses were received. The Committee, in

terms of operation, still continued to adjudicate Appeals, though much fewer due to aforementioned reasons, and similarly, few updates on new parking spaces and lots were provided.

Consequently, the cautions and advice to Members remembers 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 you 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 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: S. Michael Lynk, Jeff Tennant

Meetings this year: October 7, 2020

UWOFA provides \$10,000 per year in support of Scholars at Risk, an international network of institutions and individuals working to promote academic freedom and to defend the human rights of scholars worldwide. Western International and host Faculties also contribute funds to support temporary research and teaching positions at Western for visiting scholars whose lives, liberty, or academic freedom are at risk.

The committee's budget is healthy and in addition to considering candidates recommended through SAR, this year we also considered candidates vetted by similar organizations Scholars Rescue Fund (SRF) or the Council for At Risk Academics (CARA). Visiting Scholar Shuchi Karim, from Bangladesh, concluded her term in Arts & Humanities on December 31, 2020 and has moved to an appointment at Carleton. Visiting Scholar Thomas Ndam, from Cameroon, has had his appointment in Education extended for a second year. Visiting Scholar Alaa Kourday, from Syria, will begin a two-year appointment in Engineering in June 2021.

Unfortunately, due to the Covid-19 pandemic, the SAR reception planned to honour Shuchi Karim and Bob Rae's plenary lecture at Congress 2020 were cancelled. The committee is considering virtual events to raise awareness and the profile of the SAR program.

Steering Committee of Living Well @ Western

UWOFA Representative: Eva Pila

Living Well @ Western paused operations in April 2020 due to COVID-19 and re-launched in a virtual capacity in October 2020. Programming has been adapted to support employees working remotely and on-campus, including live streaming activity classes, as well as recorded activity sessions for virtual programming for asynchronous viewing. Wellness breaks consisting of yoga, meditation, and stretching have been offered both as live, as well as recorded sessions available via the website. Prior to the pandemic, there were 10 well-attended activity sessions offered per week. During the pandemic, livestreamed sessions have a participation rate of 10-20% of pre-pandemic attendance. Pre-pandemic wellness-breaks were offered at a rate of 17 per week and have mainly paused until employees return to on-campus work. New opportunities for social interactions have been developed via Virtual Music Coffeehouses and 'Art After Dark' workshops (e.g., painting nights), as well as highlighting free community resources (e.g., CMHA). The response from participants has been positive and sessions will continue throughout 2021. Six wellness break videos were produced and are featured on the Living Well @ Western website, providing an opportunity for employees to address their physical and mental well-being, regardless of work location. There are several initiatives that will be launching soon, including Wellness Platform and Healthy Minds. Specifically, Western will be transitioning from the Workhealthlife website to a user-friendly option that offers expanded programming. LifeWorks (Morneau-Shepell) is a wellness platform that will endorse individual and team challenges, offer self-directed learning modules, and contains an extensive library of articles,

podcasts and videos on a wide-range of wellness topics. Engagement will be enhanced by receiving points and progressing through tiers that unlock rewards and exclusive offers. Healthy Minds is a program based on the National Standard for Psychological Health and Safety in the Workplace. Quarterly workshops, covering the 13 psychosocial factors affecting mental health in the workplace, will be offered through the Excellence in Leadership program. These workshops provide an opportunity for leaders to understand the pressures facing employees, how to mitigate risk, and raise awareness of the resources and supports available to employees.

Video Monitoring Committee

UWOFA Representative: Ben Rubin

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

Other members: Alexis Fowler (Manager – Parking & Visitor Services), Warren Hayden (Parking Operations Coordinator), David Ghantous (Director, Infrastructure Services, WTS), Dianne Myers (Campus Police Communications Supervisor), Tara Oudekerk (Associate University Secretary), Brent Shae (Director, Campus Community Police Service), James Taron (UWOSA representative), Brent Fowles (Associate Director WTS)

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:

This year, in addition to reviewing the current practice for using Video Monitoring Equipment on campus, the committee is revising Western's Video Monitoring Policy document. The committee met twice: in December and January to review draft versions of the revised policy. We expect to meet at least once more to approve a final document and submit it to the Board of Governors for approval.

The main areas of revision are to update the terminology and language to describe the use of video monitoring on campus more precisely because video monitoring technology has evolved substantially since the last revision (2010). As UWOFA representative, I circulated a draft of the revisions to the UWOFA Executive who expressed no concerns with the new wording.