



## UWOFA Meeting of Members Agenda

**Monday, December 4, 2023**  
**1:00 p.m. to 3:00 p.m.**  
**Via Zoom**

To connect to the meeting: <https://westernuniversity.zoom.us/j/93523691409>

Meeting ID: **935 2369 1409**

Passcode: **180052**

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

Press pound (#) when prompted for the participant ID

### AGENDA

1. Approval of the Agenda
2. Approval of Minutes of the Annual Meeting of Members March 28, 2023 – **EXHIBIT I**
3. Business Arising
4. President's Report: *R. Heydon*
5. Treasurer's Report: *C. Maco*  
Presentation of UWOFA's budget for the new fiscal year, November 1, 2023 to October 31, 2024 – **EXHIBIT II.**
6. Brescia/Western Merger: *R. Heydon*
7. Update on Librarian and Archivist Negotiations: *J. Weststar & K. Hoffmann*
8. New Business
9. Adjournment

Minutes  
UWOFA Annual Meeting of Members  
March 28, 2023

Speaker: Kelly Olson

President: Rachel Heydon

The meeting was held remotely by conference call and was called to order at 10:00 a.m. Attendance was recorded (and quorum established) based on Members participating in Zoom video conference. The Speaker reminded attendees that only members of the Faculty Association were permitted to vote on motions.

R. Heydon gave the Land Acknowledgement statement.

**1. Approval of the Agenda**

**MOVED:** T. Streeeter/T. Tucker  
That the agenda be adopted.

The Speaker requested that the agenda be amended by adding a new item 2, CAUT Report.

**The motion carried unanimously as amended.**

**2. CAUT Report: Robin Whitaker (CAUT Vice-President)**

Robin Whitaker presented on behalf of the Canadian Association of University Teachers (CAUT) a report on CAUT's national challenges and efforts.

**3. Approval of Minutes of the Meeting of Members of November 16, 2022**

**MOVED:** A. Purvish/C. Maco  
That the minutes from the November 16, 2022 Meeting of Members be approved.

**The motion carried unanimously.**

**4. Business Arising:**

There was no business arising from the November 16, 2022 meeting.

**5. President's Report: R. Heydon**

**Donations:** UWOFA has made the following donations:

- CUPE 3906 (McMaster University TA, RA, Sessional, and Post-Doc union): \$3,000
- CBUFA (Cape Breton University Faculty Association): \$3,000
- MUNFA (Memorial University of Newfoundland Faculty Association): \$3,000
- SPUL (Syndicat des professeurs et professeures de l'Université Laval): \$2,500
- UPEI Faculty Association (University of Prince Edward Island Faculty Association): \$2,500

**UWOFA Scholarships:** UWOFA awards 38 scholarships annually to students. The scholarships are funded from dues collected from members of the Faculty and Librarian and Archivists bargaining units

**UWOFA Advocacy:** R. Heydon reminded members of the strength of solidarity.

**6. Audited Financial Statements: C. Maco**

**MOVED:** C. Maco/N. Narain

That the membership approve the audited financial statements for the fiscal year ended October 31, 2022.

UWOFA's financial position remains strong.

**The motion carried unanimously.**

**7. Appointment of the Public Accountant: C. Maco**

**MOVED:** C. Maco/A. Walsh

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

**The motion carried unanimously.**

**8. Revisions to UWOFA Bylaws: R. Heydon**

**MOVED:** C. Maco/N. Narain

That Bylaw 7 (Negotiations) be amended.

**The motion carried unanimously.**

**9. Nominations of Directors and Speakers: N. Narain and R. Heydon**

- i. Johanna Weststar for Vice-President

The Speaker reminded members about Bylaw 5.06 (2) and that the vice-president elect will hold the office for the balance of this academic year:

*(2) If a mid-term vacancy occurs in the office of the Vice-President as a result of his or her assumption of the office of President in any academic year, and there is no Vice-President elect, a special meeting of Members shall be called by the Board of Directors for the purpose of holding a special election to fill the vacancy. The person elected, or the Vice-President elect (as the case may be), shall hold the office for the balance of the academic year in which the vacancy occurred.*

The Membership discussed whether it would be a conflict of interest for the Vice-President to also serve as the Chief Negotiator for the Librarians and Archivists bargaining unit.

Seeing no other nominations, the Speaker declared nominations closed and declared Johanna Weststar acclaimed as Vice-President.

- ii. Nigmendra Narain for Past President

Seeing no other nominations, the Speaker declared nominations closed and declared Nigmendra Narain acclaimed as Past President.

- iii. Kristin Hoffmann for Secretary (two year term: July 1, 2023 to June 30, 2025)

Seeing no other nominations, the Speaker declared nominations closed and declared Kristin Hoffmann acclaimed as Secretary.

- iv. The following nominees for Designated Faculty Seats (two year terms: July 1, 2023 to June 30, 2025):

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

Seeing no other nominations, the Speaker declared nominations closed and declared the following acclaimed for Designated Faculty Seats:

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

- v. The following nominee for Designated Membership Seat (two year term: July 1, 2023 to June 30, 2025):

Librarians & Archivists	Shawn Hendrikx
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Seeing no other nominations, the Speaker declared nominations closed and declared Shawn Hendrikx acclaimed for Designated Membership Seat.

- vi. The following nominees for At-large Seats (two year terms: July 1, 2023 to June 30, 2025, one seat must be filled by a Part-time Member):

Part-time Member	Nina Zitani
Full-time Member	Christy Sich
Full-time Member	Zheng Zhang

Seeing no other nominations, the Speaker declared nominations closed and declared the following acclaimed for At-large Seats:

Part-time Member	Nina Zitani
Full-time Member	Christy Sich
Full-time Member	Zheng Zhang

Due to being nominated as UWOFA Speaker, Kelly Olson stepped out of the role of Chair. Rachel Heydon assumed the role of Chair.

- vii. Kelly Olson for UWOFA Speaker (one year term)

Seeing no other nominations, the Chair declared nominations closed and declared Kelly Olson acclaimed as UWOFA Speaker.

Kelly Olson stepped back into the role of Chair.

- viii. Erin Johnson for UWOFA-LA Speaker (one year term)

Seeing no other nominations, the Speaker declared nominations closed and declared Erin Johnston acclaimed as UWOFA-LA Speaker.

- ix. Alie Visser for UWOFA-LA Secretary (one year term)

Seeing no other nominations, the Speaker declared nominations closed and declared Alie Visser acclaimed as UWOFA-LA Secretary.

For Information: Continuing Officers and Directors in 2023-24

President	Rachel Heydon
Treasurer	Christina Maco

Designated Faculty Seats

Education	Melody Viczko
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Engineering	Abouzar Sadrekarimi
Ivey Business School	John Wilson
Law	Jason Neyers
Music	Jonathan De Souza
Schulich Medicine & Dentistry	Selma Saadaldin

Designated Membership Seats

Limited Term	Jamie Johnston
Part-time	Luke Arnott

At-Large Seats

Librarians & Archivists	Courtney Waugh
Full-time Members	John Paul Minda

**10. Update on Preparations for Negotiations: *J. Weststar***

*J. Weststar* provided an update on negotiations.

**11. Presentation of the CAUT Dedicated Service Award: *R. Heydon***

Recipients for 2023 are Beth MacDougall-Shackleton, Brian McMillan, Courtney Waugh, and Nina Zitani.

The Executive Committee voted unanimously to nominate Beth MacDougall-Shackleton, Brian McMillan, Courtney Waugh, and Nina Zitani for the CAUT Dedicated Service Award. *R. Heydon* congratulated the recipients.

**12. Annual Committee and Representative Reports**

Questions were welcomed on any of the annual reports. There were no questions.

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

**14. Adjournment:**

**MOVED:** *N. Narain/L. Cayen*

That the meeting adjourn. In the absence of any objection, motion carried (11:32 a.m.).

**The motion carried unanimously.**

**UWOFA Proposed Budget for the fiscal year November 1, 2023 to October 31, 2024**

	<b>Projected Budget 2023-2024</b>	<b>Approved Budget 2022-2023</b>
<b>Revenue</b>		
Membership Dues	2,296,333	2,092,305
Supplementary Out-of-Country Medical Insurance	50,969	48,274
Interest Revenue Operating Funds	26,587	3,000
Interest Revenue Collective Bargaining & Grievance Fund	272,909	135,354
<b>Total Revenue</b>	<b>\$ 2,646,798</b>	<b>\$ 2,278,933</b>
<b>Set Asides</b>		
UWOFA Scholarship	56,000	56,000
Supplementary Out-of-Country Medical Insurance	50,969	48,274
Transfer to Collective Bargaining & Grievance Fund	-	-
Transfer to Post Employment Benefit Fund	-	-
Interest Revenue on Collective Bargaining & Grievance Fund	272,909	135,354
<b>Total Set Asides</b>	<b>\$ 379,878</b>	<b>\$ 239,628</b>
<b>Dues Expense</b>		
CAUT	306,450	273,080
OCUFA	281,553	268,008
CAUT Defence Fund	140,049	93,456
<b>Total Dues</b>	<b>\$ 728,052</b>	<b>\$ 634,544</b>
<b>Net Revenue</b>	<b>\$ 1,538,868</b>	<b>\$ 1,404,760</b>
<b>Operating Expenses</b>		
<b>Payroll and Release Time Expense</b>		
Wages and Salaries	448,281	528,075
Employee Benefits	121,126	145,300
Release Time - Regular	156,347	106,681
Release Time - Negotiating	92,631	109,160
UWO Administration Service Fee	1,000	1,000
Honoraria	1,000	1,000
<b>Total Payroll and Release Time Expense</b>	<b>\$ 820,385</b>	<b>\$ 891,216</b>
<b>General and Administrative Expenses</b>		
Legal and Arbitration	325,000	325,000
Consulting	70,000	-
Computer and Office Equipment	21,950	8,000
Computer Software	14,000	5,000
Grad Club Membership	21,700	21,500
Travel	20,000	10,000
Rental and Cleaning	16,200	15,000
Audit	15,000	12,000
Meetings and Retreat	15,000	14,000
External Solidarity and Donations	15,000	10,000
CCF Fund for Research and Professional Development	10,000	10,000
Donation to Scholars at Risk program	10,000	10,000
Donation to T. Murphy Service Award	6,000	-
Donation to D. Belliveau Memorial Service Award	6,000	-
Office Supplies	8,000	8,000
Insurance	5,300	5,300
Website Design and Maintenance	5,000	5,000
Website Hosting	4,560	4,200

Telephone	3,000	3,000
Printing and Postage	2,500	2,000
Appreciation Fund	2,100	4,000
Staff Development	2,000	1,500
Advertising and Promotional Material	2,000	2,500
Parking	1,600	3,394
Repairs and Maintenance	500	500
Cloud Storage - Western	420	420
Bank Charges	250	250
<b>Total General and Administrative Expenses</b>	<b>\$ 603,080</b>	<b>\$ 480,564</b>
<b>Total Operating Expenses</b>	<b>\$ 1,423,465</b>	<b>\$ 1,371,780</b>
<b>Surplus</b>	<b>\$ 115,403</b>	<b>\$ 32,980</b>