



## GENERAL MEETING

Tuesday, March 22, 2011

3:30 – 5:30 pm

McKellar Room, University Community Centre

(snacks and drinks will be available)

## A G E N D A

1. Approval of the Agenda
2. Minutes of the General Meeting, September 16, 2010 **EXHIBIT I**
3. Business Arising
4. President's Report: *J. Compton*
5. Treasurer's Report: *H. Sendov*
  - a) Audited Financial Statements 2009-2010  
Motion to receive the audited statements for 2009-2010 **EXHIBIT II**
  - b) Income Statement as of February 28, 2011 **EXHIBIT III**
6. Nominating Committee Report: *R. Darnell* **EXHIBIT IV**
7. Chief Negotiator's (Faculty) and Joint Committee Report: *M. Dawes*
8. Chief Negotiator's (Librarians & Archivists) Report: *A. Varpalotai*
9. New Business:
10. Announcement:  
Annual General Meeting: Wednesday, April 27, 2011, 12:00 – 2 pm,  
Social Science Centre, room 3026
11. Adjournment

General Meeting  
Thursday, September 16, 2010 11:30 am – 1:30 pm  
McKellar Room, University Community Centre

Speaker: Jeffrey Stokes

President: James Compton

The Speaker called the meeting to order at 11:45 am. Attendance was according to the Nominal Roll. The Speaker reminded attendees that only members of the Faculty Association were permitted to vote on motions.

**1. Approval of the Agenda:**

**MOVED:** M. Ratcliffe

THAT the Agenda be approved as circulated. **CARRIED**

**2. Minutes of the General Meeting of 22 June 2010:**

The minutes were declared correct as circulated.

**3. Business Arising:** None

**4. President's Report:** *J. Compton*

J. Compton first thanked the Negotiating Team for all their hard work. He then reported on the following:

**UWOFA Committees:** A notice will be sent to the Membership with a notification of openings on various UWOFA Committees. The notice will invite Members to contact the respective Chairs if they are wishing to serve.

**Support for other Faculty Associations:** UWOFA has made two separate donations of \$1000 to the Northern Ontario School of Medicine whose staff has been on strike for about a month.

UWOFA has sent A. Bigelow and T. Hooks to join the CAUT flying pickets at both school's Sudbury and Thunder Bay campuses.

**UWOFA Donations:** UWOFA has donated \$150 to the London District Labour Council to assist with raising money for the Tolpuddle Memorial. UWOFA also donated \$100 to the London District Labour Council for support of their Labour Day Picnic. UWOFA Members, J. Compton, D. Heap, A. Gryzb, R. Millard, M. Ratcliffe and G. Smith helped prepare and deliver hot dogs and drinks.

**UWOFA Tee Shirts:** J. Compton displayed and handed out the new UWOFA tee shirts.

**Don Heslinga Retirement:** UWOFA's Professional Officer, Don Heslinga will be retiring on September 30, 2010. Don has served UWOFA members with distinction for five years. And before that he worked more than 20 years as an Human Resource professional for Western. J. Compton thanked Don for his service to the association and for his unceasing politeness and patience with members.

**5. Treasurer's Report:** *H. Sendov*

H. Sendov reviewed the Financial Statement as of July 31, 2010.

**MOVED:** G. Smith. D. Heap

THAT the meeting move into closed session. **CARRIED**

The Speaker explained that by moving into closed session the proceedings of the meeting will remain confidential.

The main motion was voted on and **CARRIED**.

**6. Chief Negotiator's Report:** *M. Dawes*

M. Dawes provided an update on Faculty negotiations.

The Membership began a discussion on if and when UWOFA should hold a strike vote.

**MOVED:** A. Katz/G. Smith

THAT this Assembly recommend to the Board that it organize a strike vote, after seeking the advice of the Negotiating Team. **CARRIED**

**MOVED:** D. Heap/G. Smith

THAT this Assembly expresses its resolute opposition to the Employer's proposals and that it expresses its resolute support of our bargaining goals. **CARRIED**

**7. New Business:** None

The meeting adjourned at 1:10 pm

**The Faculty Association,  
The University of Western Ontario**

**Financial Statements**

**Year ended April 30, 2010**

# The Faculty Association, The University of Western Ontario

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**Collins Barrow**

Chartered Accountants

Collins Barrow KMD LLP  
495 RICHMOND STREET  
SUITE 700, P.O. Box 5005  
LONDON, ONTARIO  
N6A 5G4 CANADA

**Auditors' Report**

To the Directors of The Faculty Association, The University of Western Ontario

We have audited the statement of financial position of The Faculty Association, The University of Western Ontario as at April 30, 2010 and the statements of operations, changes in fund balances and cash flows for the year then ended. These financial statements are the responsibility of the Association's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Association as at April 30, 2010 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

*Collins Barrow KMD LLP*

Licensed Public Accountants

London, Canada  
July 20, 2010

**The Faculty Association, The University of Western Ontario**  
**Statement of Operations**  
**Year ended April 30, 2010**

	Operating Fund	Grievances and Collective Bargaining Fund	Scholarship Fund	2010	2009
<b>Revenues</b>					
Membership dues	\$ 1,466,821	\$ -	\$ 30,600	\$ 1,497,421	\$ 1,217,312
Dues for Canadian and Ontario Associations	(471,498)	-	-	(471,498)	(448,436)
Net membership dues	995,323	-	30,600	1,025,923	768,876
Interest income	3,784	3,684	-	7,468	35,478
	999,107	3,684	30,600	1,033,391	804,354
<b>Expenditures</b>					
Employee wages	266,819	-	-	266,819	223,219
Legal fees	214,531	-	-	214,531	226,400
Release time	80,319	-	-	80,319	51,431
Administration and general	39,123	-	-	39,123	36,815
Scholarships paid	-	-	30,600	30,600	30,600
Travel	19,855	-	-	19,855	18,187
Donations	11,350	-	-	11,350	14,450
Amortization	8,526	-	-	8,526	7,200
Other dues and memberships	6,968	-	-	6,968	6,644
Occupancy Costs	6,680	-	-	6,680	4,428
Negotiations	6,640	-	-	6,640	236
Audit fees	4,725	-	-	4,725	4,043
Reception	4,335	-	-	4,335	5,308
	669,871	-	30,600	700,471	628,961
<b>Excess of revenues over expenditures</b>	<b>\$ 329,236</b>	<b>\$ 3,684</b>	<b>\$ -</b>	<b>\$ 332,920</b>	<b>\$ 175,393</b>

See accompanying notes

**The Faculty Association, The University of Western Ontario**  
**Statement of Changes in Fund Balances**  
**Year ended April 30, 2010**

	Operating Fund	Grievances and Collective Bargaining Fund	Scholarship Fund	2010	2009
<b>Balance, beginning of year</b>	\$ 626,757	\$ 1,370,759	\$ 6,939	\$ 2,004,455	\$ 1,829,062
Excess of revenues over expenditures	329,236	3,684	-	332,920	175,393
Interfund transfers	(250,689)	250,689	-	-	-
<b>Balance, end of year</b>	\$ 705,304	\$ 1,625,132	\$ 6,939	\$ 2,337,375	\$ 2,004,455

See accompanying notes



**The Faculty Association, The University of Western Ontario**  
(Incorporated under the laws of Ontario)  
**Statement of Financial Position**  
As at April 30, 2010

	Operating Fund	Grievances and Collective Bargaining Fund	Scholarship Fund	2010	2009
<b>ASSETS</b>					
<b>Current assets</b>					
Cash	\$ 759,599	\$ 1,625,132	\$ -	\$ 2,384,731	\$ 2,068,218
Membership dues receivable	758	-	-	758	315
Prepaid expenses	970	-	-	970	1,061
Interfund balances	(6,939)	-	6,939	-	-
	754,388	1,625,132	6,939	2,386,459	2,069,594
<b>Property, plant and equipment (note 5)</b>	22,642	-	-	22,642	24,721
	<b>\$ 777,030</b>	<b>\$ 1,625,132</b>	<b>\$ 6,939</b>	<b>\$ 2,409,101</b>	<b>\$ 2,094,315</b>
<b>LIABILITIES</b>					
<b>Current liabilities</b>					
Accounts payable	\$ 71,726	\$ -	\$ -	\$ 71,726	\$ 89,680
Unearned revenue	-	-	-	-	180
	71,726	-	-	71,726	89,860
<b>FUND BALANCES</b>					
Operating fund	705,304	-	-	705,304	626,757
Grievances and collective bargaining fund (note 7)	-	1,625,132	-	1,625,132	1,370,759
Scholarship fund (note 6)	-	-	6,939	6,939	6,939
	705,304	1,625,132	6,939	2,337,375	2,004,455
	<b>\$ 777,030</b>	<b>\$ 1,625,132</b>	<b>\$ 6,939</b>	<b>\$ 2,409,101</b>	<b>\$ 2,094,315</b>

See accompanying notes

On behalf of the Board

\_\_\_\_\_  
Directors

**The Faculty Association, The University of Western Ontario**  
**Statement of Cash Flows**  
**Year ended April 30, 2010**

	2010	2009
<b>Operating activities</b>		
Excess of revenues over expenditures	\$ 332,920	\$ 175,393
Item not affecting cash		
Amortization	8,526	7,200
	341,446	182,593
Change in non-cash working capital items		
(Increase) decrease in membership dues receivable	(443)	102,496
Decrease in prepaid expenses	91	340
(Decrease) increase in accounts payable	(17,953)	26,841
Decrease in unearned revenue	(180)	(1,079)
	322,961	311,191
<b>Investing activity</b>		
Purchase of property, plant and equipment	(6,448)	(13,269)
<b>Change in cash position</b>	316,513	297,922
<b>Cash, beginning of year</b>	2,068,218	1,770,296
<b>Cash, end of year</b>	\$ 2,384,731	\$ 2,068,218
<b>Cash consists of:</b>		
Cash	\$ 2,384,731	\$ 2,068,218
	\$ 2,384,731	\$ 2,068,218

See accompanying notes

**The Faculty Association, The University of Western Ontario****Notes to the Financial Statements****April 30, 2010**

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**1. Nature of operations**

The Faculty Association, The University of Western Ontario is the certified bargaining agent for faculty teaching at least 1.0 courses per year (excluding clinical faculty) and for librarians and archivists at The University of Western Ontario. As a non-profit organization, The Faculty Association, The University of Western Ontario is not subject to income taxes on any earned income.

**2. Future changes in accounting policy**

Effective May 1, 2010, The Association will be adopting recent changes to the CICA Handbook with respect to financial instruments. CICA Handbook Section 3855 has been amended to include clarification on the effective interest method calculation. CICA Handbook Section 3861 has been amended to include clarification on the non-publicly accountable enterprises requirements. It has been determined that there will be no material impact on the financial statements with the future adoption of these standards.

The CICA will be issuing a new accounting framework applicable to not-for-profit organizations. Effective for fiscal years beginning on or after January 1, 2011, not-for-profit organizations will have to choose between International Financial Reporting Standards (IFRSs) and accounting standards for not-for-profit organizations, whichever suits them best. The framework to be adopted as well as the impact of the transition have not yet been determined.

**3. Change in accounting policy**

The Association adopted the provisions of CICA Sections 4400 "Financial Statement Presentation", 4430 "Capital Assets Held by Not-for-Profit Organizations", 4460 "Disclosure of Related Party Transactions", and 4470 "Disclosure of Allocated Expenses" on May 1, 2009. There has been no material impact on the financial statements with the adoption of these sections.

**The Faculty Association, The University of Western Ontario**  
**Notes to the Financial Statements**  
**April 30, 2010**

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**4. Significant accounting policies**

These financial statements are prepared in accordance with Canadian generally accepted accounting principles. The significant policies are detailed as follows:

**(a) Revenue Recognition**

The Association follows the deferral method of accounting for contributions. 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.

**(b) Property, plant and equipment**

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

Furniture and fixtures	20% Declining balance
Computer equipment	30% Declining balance
Computer software	30% Declining balance
Website development costs	3 years Straight-line

**(c) Use of estimates**

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and the 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 in which they become known. The account specifically affected by estimates in these financial statements is the useful life of property, plant and equipment.

**The Faculty Association, The University of Western Ontario**  
**Notes to the Financial Statements**  
**April 30, 2010**

4. **Significant accounting policies, continued**

(d) **Financial instruments**

All financial instruments are initially recorded at fair value or amortized cost, depending on the classification selected for the financial instrument. Financial assets are classified as either "held-for-trading", "held-to-maturity", "available-for-sale" or "loans and receivables" and financial liabilities are classified as either "held-for-trading" or "other liabilities". Financial assets and liabilities classified as held-for-trading are measured at fair value with change in fair value recorded in the statement of operations. Financial assets classified as held-to-maturity or loans and receivables and financial liabilities classified as other liabilities are subsequently measured at amortized cost using the effective interest method. Available-for-sale financial assets that have a quoted price in an active market are measured at fair value with change in fair value recorded in fund balances. Such gains or losses are reclassified to the statement of operations when the related financial asset is disposed of or when the decline in value is considered to be other-than-temporary.

The Association has classified its financial instruments as follows:

- Cash and cash equivalents are classified as held-for-trading
- Membership dues receivable are classified as loans and receivables
- Accounts payable are classified as other liabilities

Unless otherwise noted, it is management's opinion that the Association is not exposed to significant market, interest or credit risks arising from these financial instruments.

5. **Property, plant and equipment**

	2010		2009	
	Cost	Accumulated amortization	Net	Net
Furniture and fixtures	\$ 17,561	\$ 9,276	\$ 8,285	\$ 4,849
Computer equipment	33,940	25,168	8,772	10,647
Computer software	3,478	3,130	348	497
Website development costs	10,474	5,237	5,237	8,728
	<u>\$ 65,453</u>	<u>\$ 42,811</u>	<u>\$ 22,642</u>	<u>\$ 24,721</u>

**The Faculty Association, The University of Western Ontario**  
**Notes to the Financial Statements**  
**April 30, 2010**

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**6. Scholarship Fund**

This amount is restricted by the Membership of The Faculty Association, The University of Western Ontario for the payment of scholarships. These internally restricted amounts are not available for other purposes without approval of the Membership.

**7. Grievances and Collective Bargaining Fund**

This amount is internally restricted by the Membership of The Faculty Association, The University of Western Ontario 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.

**8. Capital disclosure**

The Association's capital consists of its net assets. The Association's primary objective when managing capital is to safeguard its ability to continue as a going concern so that it can continue to act as the certified bargaining agent for faculty teaching and for the librarians and archivists at The University of Western Ontario.

In order to manage the capital, the Association regularly monitors its income and expenditure and considers its cash flow projections. The Association is not subject to any externally imposed capital requirements.

**UWOFA Income Statement vs Budget**

	Actual to February 28, 2011	Budget to date February 28, 2011	Annual Budget 2010-2011
<b>REVENUE</b>			
Membership Dues	1,301,654	1,259,677	1,511,612
Insurance (ETFS)	41,543	40,848	49,017
Interest Income - Operating Funds	3,228	1,026	1,231
Interest Income - CB and G Reserve Fund	11,736	3,343	4,011
<b>Total Revenue</b>	<b>1,358,161</b>	<b>1,304,892</b>	<b>1,565,871</b>
<b>Set Asides</b>			
UWOFA Scholarship	30,600 (100%)	25,500	30,600
ETFS	41,543	40,848	49,017
Transfer to CB and G Reserve Fund	236,430	236,430	283,716
Interest earned on CB and G Res Fund	11,736	3,343	4,011
<b>Total Set Asides</b>	<b>320,309</b>	<b>306,120</b>	<b>367,344</b>
<b>EXPENDITURES</b>			
Dues Expense			
CAUT	179,618	182,539	219,047
OCUFA	151,615	151,921	182,305
CAUT Defence Fund	73,220	74,450	89,340
<b>Total Dues Expense</b>	<b>404,454</b>	<b>408,910</b>	<b>490,692</b>
<b>Net Local Revenues</b>	<b>633,398</b>	<b>589,863</b>	<b>707,835</b>
<b>OPERATING EXPENSES</b>			
<b>Payroll Expense</b>			
Wages & Salaries	160,917	151,310	181,572
Employee Benefits	43,621	48,919	58,703
Release Time	104,730	72,618	87,141
Honoraria	1,200	417	500
Retroactive Wages	0	0	0
<b>Total Payroll Expense</b>	<b>310,468</b>	<b>273,263</b>	<b>327,916</b>
<b>General &amp; Administrative Expenses</b>			
Audit	4,848 (100%)	3,938	4,725
Legal & Arbitration	162,247	208,333	250,000
Printing & Postage	5,906	5,417	6,500
Meetings	5,792	8,333	10,000
Insurance	2,702	2,500	3,000
Bank Charges	67	50	60
Office Supplies	6,879	4,750	5,700
Office Equipment	7,214	6,167	7,400
Sunshine Fund	3,228	1,667	2,000
Computer Disk Rental	460	800	960
Volunteer Parking	882	500	600
Computer Software Maintenance Fee	377	417	500
Web Hosting	5,375	4,167	5,000
Repair & Maintenance	483	2,917	3,500
Telephone	3,076	2,500	3,000
Receptions	4,774	6,250	7,500
Travel	7,501	16,667	20,000
Advertising	1,368	1,250	1,500
Negotiations	18,073	9,167	11,000
Rental & Cleaning	6,796	6,645	7,974
External Solidarity and Donations	4,223	12,500	15,000
Grad Club Membership	6,968 (100%)	5,833	7,000
Donation to A. Heinicke Service Award	6,000 (100%)	5,000	6,000
Staff Development	672	833	1,000
Strike Preparation - Faculty	22,725	0	0
<b>Total General &amp; Admin. Expenses</b>	<b>288,636</b>	<b>316,599</b>	<b>379,919</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>599,104</b>	<b>589,862</b>	<b>707,835</b>
<b>SURPLUS/DEFICIT</b>	<b>34,294</b>	<b>1</b>	<b>0</b>

## 2011-2012 UWOFA ELECTIONS

## Slate of Nominees

<b>Vice-President</b>	Don Abelson (Political Science)
<b>Treasurer (elect one)</b> (one-year term: July 1, 2011 to June 30, 2012, replacing current Treasurer who will begin his sabbatical leave on July 1, 2011)	Rick Robertson (Ivey School of Business) Clive Seligman (Psychology)
<b>Secretary</b> (two-year term: July 1, 2011 to June 30, 2013)	Graham Smith (Geography)
<b>Designated Faculty Seat</b> (One-year term: July 1, 2011 to June 30, 2012, replacing current Board Member who will begin his sabbatical leave on July 1, 2011)	
Ivey School of Business	John Wilson
<b>Designated Faculty Seats</b> (Two-year term: July 1, 2011 to June 30, 2013)	
Arts & Humanities	Bonnie MacLachlan
Health Sciences	Deb Lucy
Information and Media Studies	Alison Hearn
Librarians and Archivists	Kim McPhee
Science	Ben Rubin
Social Science	Anne Skoczylas
<b>At-large Seats</b> (Two year term: July 1, 2011 to June 30, 2013, one seat must be filled by a Part-time Member)	
<b>Part-Time Member</b>	Gaile McGregor (Sociology)
<b>Full-Time Members (elect two)</b>	Kim Baines (Chemistry) Tom Murphy (Sociology) Jacques LaMarche (French)
<b>Speaker for UWOFA</b> (one year term)	Jeff Tennant (French)
<b>Speaker for UWOFA-LA</b> (one year term)	Kristin Hoffmann (Western Libraries)
<b>Secretary for UWOFA-LA</b> (one year term)	Melanie Mills (Western Libraries)

## For Information: Continuing Officers and Board Members in 2011-2012

<b>President</b>	Bryce Traister (English)
<b>Past President</b>	James Compton (FIMS)
<b>Designated Faculty Seats</b>	
Education	Marilyn Norman
Engineering	Michael Naish
Law	Erika Chamberlain
Medicine & Dentistry	Dan Belliveau
Music	Emily Ansari
<b>At-Large Seats</b>	Albert Katz Patrick Kennedy (Part-Time Member)