



ANNUAL GENERAL MEETING

Tuesday, April 23, 2013
12:30 – 2:30 pm
Spencer Engineering Building, room 2202
(pizza and drinks will be available)

AGENDA

1. Approval of the Agenda
2. Approval of Minutes of the General Meeting, March 20, 2013 **EXHIBIT I**
3. Business Arising
4. Allan Heinicke Memorial Service Award: *D. Abelson and Elizabeth Heinicke*
Presentation to the 2013 recipient: Jim Davies (Economics)
5. President's Report: *D. Abelson*
6. Treasurer's Report: *R. Robertson* **EXHIBIT II**
UWOFA Budget for fiscal 2013-2014
7. Policy & Governance Committee Report: *J. Tennant* **EXHIBIT III**
Proposed Constitutional Amendments
8. Annual Committee Reports: **EXHIBIT IV**
Questions are welcome on any of the annual reports. Committee Chairs who did not provide a written report may provide a verbal report at the meeting.
9. New Business
10. Adjournment

General Meeting Minutes
 Wednesday, March 20, 2013
 2:30 to 4:30 pm
 McKellar Room, University Community Centre

Speaker: Stephen Pitel

President: Don Abelson

The Speaker called the meeting to order at 2:38 pm. 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: J. Davies/B. Forster

THAT the Agenda be approved. **CARRIED**

2. Minutes of the October 18, 2012 General Meeting:

MOVED: J. Tennant/K. Hoffmann

THAT the minutes of October 18, 2012 be approved.

The President indicated that the President's Report contained some detail that he had not actually orally reported. The following sentence, under Board Retreat, was removed:

"Retreat invitees were the outgoing and incoming Board Members, the UWOFA Chief Negotiator, Policy & Governance Committee Members, Grievance Committee Members, previous members of the UWOFA-LA Negotiating Team and UWOFA-LA Stewards."

CARRIED as corrected.

3. Business Arising:

There was no business arising from the October 18, 2012 General Meeting.

MOVED: J. Tennant/B. Traister

THAT the minutes of March 29, 2012 be amended to reflect the acclamation of UWOFA Treasurer, Rick Robertson (term: July 1, 2012 – June 30, 2014). **CARRIED**

4. President's Report: D. Abelson

The President reported the following:

UWOFA's Response to Western Strategic Plan: UWOFA submitted a written report dated February 2013. D. Abelson and J. Tennant also attended a meeting with members of Western's Senate Committee on University Planning to present UWOFA's recommendations.

Collective Bargaining Workshop (Feb. 5, 2013): UWOFA sponsored a collective bargaining workshop. Peter Simpson (Assistant Executive Director, CAUT) chaired the meeting. The discussion centered on suggestions and tools to assist UWOFA with the next round of negotiations.

OCUFA Town Hall Meeting: UWOFA helped OCUFA organize a Town Hall meeting to discuss the impact of the austerity measures on Ontario's universities. The panel included Don Abelson (UWOFA President), Jeff Tennant (UWOFA Vice-President) and Alison Hearn (Director, OCUFA).

Technology and On-Line Learning Committee: The UWOFA Board recently approved establishing a new committee, Technology and On-Line Learning. The first meeting was held on March 1, 2013. It was well attended (15 to 20 people). Due to the number of people interested in serving on the committee it was decided that the committee would function better by the following structure: A committee of the whole, chaired by Graham Smith; two working groups, Pedagogy, chaired by John Burnet, and Workload, chaired by Tom Murphy. The Pedagogy working group will emphasize best practices in the delivery of blended learning, both in class and on-line learning. The Workload working group will focus on developing strategic advice to UWOFA on the implications of the changes in policies in the areas of workload, privacy, security, research and Collective Agreement provisions. UWOFA members who wish to participate should contact the UWOFA office.

UWOFA Communication Assistant: UWOFA is in the process of hiring a Communication Assistant. A Hiring Committee has been established.

We-Speak (Western's Workplace Culture and Engagement Survey): Faculty response was low, approximately twenty-two percent, and staff response was approximately forty-five percent. UWOFA was promised access to the raw data but has not yet received any data.

Donation: UWOFA donated \$500 to the Unity Group Santa Sacks; \$2000 to St. Francis Xavier Association of University Teachers in support of striking faculty; and \$100 to the Society of Graduate Students to help with the cost of the Copyright Panel to be held on March 22, 2013.

5. Nominating Committee Report: B. Traister

B. Traister made the following nominations:

- i) Alison Hearn for Vice-President.

Seeing no other nominations, the Speaker declared nominations closed for Vice-President and declared Alison Hearn acclaimed as Vice-President.

- ii) Graham Smith for Secretary (two year term: July 1, 2013 to June 30, 2015).

Seeing no other nominations, the Speaker declared nominations closed for Secretary and declared Graham Smith acclaimed as Secretary.

- iii) The following slate for Designated Faculty Seats (two year term: July 1, 2013 to June 30, 2015):

Arts & Humanities:	Jacques Lamarche
FIMS:	James Compton
Health Sciences:	Deb Lucy
Librarians & Archivists:	Elizabeth Mantz
Science:	Ben Rubin
Social Science:	Rob Wardhaugh

Seeing no other nominations, the Speaker declared nominations closed for Designated Faculty Seats (two year term: July 1, 2013 to June 30, 2015) and declared the following acclaimed for Designated Faculty Seats:

Arts & Humanities:	Jacques Lamarche
FIMS:	James Compton
Health Sciences:	Deb Lucy
Librarians & Archivists:	Elizabeth Mantz
Science:	Ben Rubin
Social Science:	Rob Wardhaugh

- iv) Jamie Johnston (English & Writing Studies) for Board Member (Part-Time Member) – At-Large Seat (two year term: July 1, 2013 to June 30, 2015).

Seeing no other nominations, the Speaker declared nominations closed for Board Member (Part-Time Member) – At-Large Seat (two year term: July 1, 2013 to June 30, 2015) and declared Jamie Johnston acclaimed for Board Member (Part-Time Member) – At-Large Seat.

- v) The following slate for Board Member (Full-Time Member) – At-Large Seat (two year term: July 1, 2013 to June 30, 2015):

Kim Baines (Chemistry)
Vickie Croley (Kinesiology)
Caroline Dick (Political Science)
Tom Murphy (Sociology)

Seeing no other nominations, the Speaker declared nominations closed for Board Member (Full-Time Member) – At-Large Seat (two year term: July 1, 2013 to June 30, 2015) and announced that as there are four nominees for two positions, there will be an electronic ballot.

Due to being nominated as UWOFA Speaker, Stephen Pitel stepped out of the role of Chair. Kristin Hoffmann assumed the role of Chair.

vi) Stephen Pitel (Law) for UWOFA Speaker.

Seeing no other nominations, the Chair declared nominations closed for UWOFA Speaker and declared Stephen Pitel acclaimed as UWOFA Speaker.

Stephen Pitel stepped back into the role of Chair.

vii) Lise Doucette (Western Libraries) for UWOFA-LA Secretary.

Seeing no other nominations, the Speaker declared nominations closed for UWOFA-LA Secretary and declared Lise Doucette acclaimed as UWOFA-LA Secretary.

viii) Peggy Ellis (Western Libraries) for UWOFA-LA Speaker.

Seeing no other nominations, the Speaker declared nominations closed for UWOFA-LA Speaker and declared Peggy Ellis acclaimed as UWOFA-LA Speaker.

6. Policy & Governance Committee Report: *J. Tennant*

MOVED: J. Tennant/D. Abelson

THAT the Membership approve the following amendments to By-Law 17 (added words are underlined, deleted words are shown with strikethrough).

- a) The Board of Directors shall establish a Negotiating Team, when it is required. The Negotiating Team will consist of at least ~~five~~ six Members, one of whom, shall be designated the Chief Negotiator, and at least one of whom, for bargaining with respect to Certificate 4482-97 must be a Part-Time Member. The President (who may be represented by a Designate selected from the Executive Committee) shall be an ex-officio member of the Negotiating Team.
- b) The Negotiating Team and the Chief Negotiator shall be appointed by the Board of Directors, subject to ratification by a simple majority of Members in a mail ballot.
- c) The Negotiating Team ~~is responsible~~ shall be accountable to the Board of Directors. Its mandate comes from the Board of Directors acting on behalf of the Association.
- d) The Negotiating Team shall report both to the Board of Directors and to the Membership ~~at General Meetings.~~

J. Tennant explained that amendments to By-Law 17 were first brought forward at the January 31, 2012 General Meeting. The matter was referred back to the Policy & Governance Committee. Over the last year, the Policy & Governance Committee has continued to work on the amendments to By-Law 17. J. Tennant went on to explained that the rationale for the amendments was to ensure the most efficient, continuous, clear communication and collaboration possible between the Chief Negotiator, the Negotiating Team and the President, Executive and Board of Directors.

J. Tennant also explained that the Policy & Governance Committee continues to work on the Principle and Procedures for Negotiation Policy and the development of a new policy, Development of Contract Goals. These two policies will be presented to the Board of Directors for approval by the end of the academic year.

MOVED: M. Ratcliffe/D. Horoky

THAT the main motion be amended by adding to clause d) after the word 'Membership' the following: "on a regular basis in accordance with the principles and procedures established by the Board of Directors." **Amendment CARRIED.**

MOVED: J. Davies/M. Ratcliffe

THAT clause c) of the main motion be amended by deleting the proposed words "shall be accountable" and adding after 'Negotiating Team' the words, "is responsible". **Amendment FAILED**

The main motion as amended:

- a) The Board of Directors shall establish a Negotiating Team, when it is required. The Negotiating Team will consist of at least ~~five~~ six Members, one of whom, shall be designated the Chief Negotiator, and at least one of whom, for bargaining with respect to Certificate 4482-97 must be a Part-Time Member. The President (who may be represented by a Designate selected from the Executive Committee) shall be an ex-officio member of the Negotiating Team.
- b) The Negotiating Team and the Chief Negotiator shall be appointed by the Board of Directors, subject to ratification by a simple majority of Members in a mail ballot.
- c) The Negotiating Team ~~is responsible~~ shall be accountable to the Board of Directors. Its mandate comes from the Board of Directors acting on behalf of the Association.
- d) The Negotiating Team shall report both to the Board of Directors and to the Membership at ~~General Meetings~~ on a regular basis in accordance with the principles and procedures established by the Board of Directors. **CARRIED**

7. **Announcement:** Annual General Meeting, April 23, 2013 from 12:30 to 2:30 in room 2202, Engineering Building.

8. **New Business:** None

9. **Adjournment:**

MOVED: M. Harrington/L. Doucette

THAT the meeting adjourn. In the absence of any objection, **CARRIED** (3:45 pm).

UWOFA Budget - For the year May 1, 2013 to April 30, 2014

	Annual Budget 2013-2014 \$	Annual Budget 2012-2013 \$	Actual to February 29, 2013 \$
REVENUE			
Membership Dues	1,693,124	1,632,256	1,384,137
Supplementary Out-of-Country Medical Insurance	49,664	49,843	41,534
Interest Revenue - Operating Funds	900	1,000	836
Interest Revenue - Collective Bargaining and Grievance Reserve Fund	45,700	23,000	10,833
TOTAL REVENUE	1,789,389	1,706,099	1,437,339
Set Asides			
UWOFA Scholarship	41,000	35,000	34,560
Supplementary Out-of-Country Medical Insurance	49,760	49,843	41,566
Transfer to Collective Bargaining and Grievance Reserve Fund	240,000	270,000	225,000
Interest Revenue - Collective Bargaining and Grievance Reserve Fund	45,700	23,000	10,833
Total Set Asides	376,460	377,843	311,959
EXPENSES			
Dues Expenses			
CAUT	225,334	221,086	186,334
OCUFA	210,382	204,289	169,669
CAUT Defence Fund	92,610	88,680	74,228
Total Dues	528,326	514,055	430,230
NET REVENUES			
	884,602	814,201	695,150
Operating Expenses			
Wages & Salaries	281,017	217,532	181,092
Employee Benefits	65,397	57,879	46,630
UWO Administration Service Fee	800	-	600
Post Employment Benefits	20,000	18,000	15,000
Release Time	72,932	31,047	29,589
Honoraria	1,000	1,000	300
Total Payroll Expense	441,146	325,458	273,212
General & Administrative Expenses			
Audit	6,000	6,000	5,424
Legal & Arbitration	250,000	250,000	130,291
Printing & Postage	4,000	6,000	1,436
Meetings	13,000	9,600	9,679
Insurance	3,000	3,000	2,604
Bank Charges	100	180	50
Office Supplies	9,500	8,500	7,952
Office Equipment	7,803	6,400	3,796
Sunshine Fund	1,200	2,000	902
Computer Disk Rental	600	600	404
Volunteer Parking	1,000	1,000	876
Computer Software Maintenance Fee	500	500	329
Web Hosting	5,678	3,678	2,867
Repair & Maintenance	2,000	8,000	6,309
Telephone	3,500	3,500	2,494
Receptions	6,000	13,000	5,677
Travel	19,500	19,500	13,429
Advertising	500	500	470
Negotiations	-	-	-
Rental & Cleaning	10,911	10,986	8,568
External Solidarity and Donations	10,000	14,000	3,304
Grad Club Membership	9,600	9,549	9,447
Donation to A. Heinicke Service Award	24,000	12,000	20,000
Staff Development	1,000	1,000	996
Strike Preparation	-	-	-
Total General & Admin. Expenses	389,392	389,493	237,305
TOTAL EXPENSES	830,539	714,950	510,517
SURPLUS/DEFICIT	54,064	99,251	184,633

The Policy & Governance Committee presents for discussion the following proposed amendments to the Constitution (additions are underlined, deletions are shown as strikethrough). Approval of the proposed amendments will take place through an electronic ballot of the Membership (Article X – Amendments to Constitution).

ARTICLE VI – Board of Directors

1. The Board of Directors of the Association shall administer the affairs of the Association and carry out its policies.
2. The Board of Directors shall consist of the President, Vice President, Past President, Treasurer, Secretary, and ~~eighteen~~ nineteen Directors:
 - a) ~~eleven~~ to be elected by their respective Faculties of the University by a mail ballot of members in each Faculty;
 - b) one professional librarian or archivist to be elected by UWOFA members from that bargaining unit by a mail ballot;
 - c) one professional librarian or archivist to be elected at-large by a mail ballot of all the members of the Association;
 - d) one Part-Time member to be elected by a mail ballot of all the Part-Time members of the Association;
 - e) ~~two~~ one Part-Time members to be elected at-large by a mail ballot of all the members of the Association;
 - f) one Limited-Term member to be elected by a mail ballot of all the Limited-Term members of the Association; and
 - g) three Full-Time members to be elected at-large by a mail ballot of all the members of the Association.

Unelected candidates in designated Faculty or Librarian/Archivist elections shall not be considered in any of the at-large elections, regardless of the number of votes they receive.

3. The following shall be ex-officio members of the Board of Directors:
 - a) The OCUFA Director representing the Association, and the President of OCUFA in the event that he/she is a member of the Association.
 - b) The Association delegate to CAUT Council, and the President of CAUT in the event that he/she is a member of the Association.
 - c) The Chief Negotiator(s) during, and for six months before and after negotiations.
 - d) The UWOFA Chair of the Joint Committee.
 - e) The Grievance Officer.
 - f) One of the co-Chairs of the Committee for Contract Faculty (as it is from time to time constituted).
7. The term of office of the ~~eighteen~~ nineteen elected members of the Board of Directors shall be two years. To ensure year-to-year continuity of the Board, these terms shall be staggered such that, in each year, 9 (or 10) members start their first year, while 9 10 (or 9) start their second year. Directors shall be eligible for election to a second term but thereafter shall be eligible for election only after an interval of one year.

ARTICLE VI.I – Executive Committee

1. The Executive Committee (referred to as the Executive) ~~is~~ shall be responsible to the Board of Directors and ~~is~~ shall be in charge of implementing the policies of the Board of Directors.
 - a) The Executive advises the President in establishing the agenda of Board and General Membership meetings.
 - b) The Executive acts as UWOFA's personnel committee in relation to the employees of UWOFA.

2.
 - a) The Executive Committee will be composed of:
 - the President, who will chair the Committee,
 - the Vice-President
 - the Past President,
 - the Treasurer,
 - the Secretary, ~~and~~
 - the Part-Time Board member elected by the Part-Time members of the Association, and
 - three (3) additional Board members elected by the Board of Directors for one-year terms.

 - b) Where possible, the Executive Committee shall include at least one member ~~each~~ from the Librarians and Archivists ~~and from Contract Faculty bargaining unit.~~

Annual Committee Reports

Oral reports for the following Committees may be made at the Annual General Meeting:

Equity Committee: Chair, Henri Boyi

Dependents' Tuition Scholarship Plan Committee: Chair, Clive Seligman;

Grievance Committee: Chair, T. Hooks

Privacy Officer: Sam Trosow

Committee for Contract Faculty

Co-Chairs: Tom Murphy and Kane Faucher; Secretary: Sonia Halpern

Members: Ann Bigelow, Monda Halpern, David House, Suzanne Huot, Patrick Kennedy, Lisa Klinger, Peter Krats, Gaile McGregor, Vicki Olds, Natalie Pierzak-Renaud, Benjamin Rubin, Anne Skoczylas, Alex Tomichenko

We had several new members join the Committee for Contract Faculty (CCF) this year, taking our permanent membership to 16. We wish to thank everyone for their diligent service. This year, we added the role of Secretary to our committee, and we are especially delighted to have had Sonia Halpern so capably fill this role.

Purpose of the CCF: As our name implies, the Committee for Contract Faculty is composed of UWOFA members whose employment is based on renewable contracts, which includes Limited Duties members whose contracts are primarily based on some form of course by course remuneration, and who are described in our Collective Agreement as Part-Time (even though many effectively work full time), as well as Limited Term members whose terms run from one to five years, and are full-time members with benefits equivalent to tenured and tenure-track members.

Numbers vary from year to year, but there are approximately 400 contract faculty members (LD and LT), and 900 regular full-time faculty members. We make up about one third of UWOFA's membership, though we teach over half of all undergraduate courses.

The fundamental purpose of the CCF is to advocate for and seek improvements in the working conditions of contract faculty members.

Activities during the 2012-2013 academic year:

The Committee for Contract Faculty held seven (7) regular meetings in the Fall 2012 and Winter 2013 period during which we discussed and acted upon the following items:

1. We established a Sakai site for the committee where minutes and other documents could be posted for information and discussion.
2. We organized an outreach initiative for our constituency, a "Get to Know" event, where contract faculty were invited to hear members of our Committee and UWOFA discuss matters pertaining to contract faculty, and to interact with members of the Committee. Our Committee would like to acknowledge with our deepest gratitude the guest speakers who helped make our event a success: UWOFA President Don Abelson, Grievance Officer Tess Hooks, and Joint Committee Chair Kathleen Fraser.
3. We discussed the implications of the transition from Web-CT to Sakai particularly as it pertained to those creating and teaching distance studies courses. Issues of the inadequate technology, the inadequate preparation time, and lack of compensation for creating and/or updating courses were all discussed. While there was hope that a grievance might be launched on this matter, that decision is not one the committee can make, and for a variety of legal and other reasons, a grievance was not pursued. We are, however, moving these concerns through a new committee on the implications of technology and on-line education in hopes that resolutions can be found in this new forum.
4. To that end, we created a survey on distance education which has been approved by the Board, and will gather hard data from our members on their experiences with Sakai and on-line education. This will be administered in the early fall.
5. We also put together a proposal for constitutional change in the representation of contract faculty members on the Board, increasing our representation by an additional member, along with a few other associated modifications. This proposal was passed unanimously by the Board and will be coming to the Membership for ratification.

6. We continued to identify problems with contracts and working conditions which we will forward to the new Bargaining Contract Committee for inclusion in the upcoming round of contract negotiations. We understand that the political and economic climate is such that there will be ever more efforts to extract more work for less pay from all members, but past experience has shown that it is those who are the most vulnerable who suffer the most. We are determined that this not happen again.

In conclusion, we want to thank all members of UWOFA's Board, and the membership at large, who have supported us directly or indirectly in helping us to achieve our stated goals of improving the working conditions for limited term and limited duties members.

Joint Committee

Co-Chair: Kathleen Fraser

UWOFA Representatives: Linda Dunn (UWOFA-LA), Tess Hooks (Grievance Officer), Jeff Tennant (Vice-President), Cindy Cossar-Jones (Professional Officer)

The Joint Committee, composed of four people and one resource person from each of UWOFA and the Office of Faculty Relations, meets monthly to deal with problems arising from implementation and interpretation of the Collective Agreements of both Bargaining Units.

This report is not exhaustive; nonetheless, it is intended to give Members a sense of the kinds of discussions and decisions that take place and to provide some of the highlights of the past year.

A significant number of Letters of Understanding have been negotiated and signed by both Parties this year; most of these Letters appear on the UWOFA Collective Agreement section of the website. At the expiry of a Collective Agreement, some Letters are renewed, some expire, and some are worked into the next Collective Agreement as new contract language. As an interesting example from the past year, I will point to one Letter of Understanding which arose out of the recent merger of two academic Units, one traditional (English) and one Non-Traditional (Writing, Rhetoric, & Professional Communication); in this Letter of Understanding, Joint Committee addressed the needs of both Units to maintain distinct Collective Agreement processes because of different workplace cultures.

Another activity of Joint Committee involves addressing Member concerns arising during a Collective Agreement. Some concerns this year include possible timetabling changes starting in 2014-15, implementation of SAKAI, Access Copyright, Promotion-to-Full-Professor Workshops at the Teaching Support Centre, and classroom computer sign-in. A specific example of a Member concern that has been addressed in a creative manner is an issue facing many Appointments Committees when reviewing files: eligibility of applicants to work in Canada. A form has been developed which will be linked to Open Appointment advertisements that applicants will submit with their applications.

Joint Committee's agenda also includes items on which we have not made progress, items unresolved at the conclusion of the last set of negotiations: for example, MAPP 1.23 and Education's Additional Qualifications courses appear on every agenda.

Finally, this year in a situation arising out of Grievance and Joint Committees, we were able to try something new: Mediation! UWOFA filed a Policy Grievance about Standing Appointments Criteria documents. If this Grievance had gone to arbitration, *many* years would have passed before resolution and a lot of cost would have been involved. The issue of time was the one that concerned UWOFA the most; furthermore, even if UWOFA had won the Grievance, the result would have been to negotiate the Criteria anew. Mediation from the Ontario Labour Board was offered and both Parties agreed to test this route. And the Price was Right! The resulting Minutes of Settlement produced a single Standing Appointments Criteria template. The mediation experience, in this particular situation, was a productive experiment.

Librarians and Archivists Committee (LAC)

Chair: Christena McKillop

Stewards: Tom Adam, Fran Gray (as of March 1, 2013), Denise Horoky, Deborah Meert-Williston, Lee-Ann Olson, Dan Sich (until Feb. 28, 2013).

This year the Committee has continued its examination of the goals, roles and structure of the LAC. In order for the Committee to be clear about its work and roles of Steward, a great deal of reflection and discussion has been a focus of this year's work. To this end, a draft document has been created and circulated to members of the bargaining unit for feedback. Additional work on this document should wrap up soon with a final version being prepared for Policy and Governance and member review before it comes before the Board.

In the course of LAC's review and discussion, the Committee will be proposing a name change from the Librarians and Archivists Committee (LAC) to the Librarians and Archivists Stewards Committee (LASC) which we feel better describes the work of the Committee.

The Committee has been meeting regularly to discuss matters from members which relate to the Collective Agreement. The Professional Officer who attends the meetings provides invaluable information to the Committee.

To this end, the Stewards have responded to questions about the Annual Report and Review by arranging to have documents posted on the Faculty Relations website in a timely manner as well as more broadly shared with members.

An Orientation document was prepared but has been set aside until the Communications Officer's position is filled so that it can be tied into a similar document for new faculty.

Several Stewards attended the Board's Retreat held in June 2012 as well as the CAUT Bargaining Workshop in February 2013. By attending these meetings, the Stewards are better informed about the union and its activities.

A General Meeting for UWOFA-LA was held in December 2012. The Chief Steward delivered a report to the members and was available for questions.

Currently, the Stewards are considering how to support the work of the UWOFA-LA Workplace Climate Committee which was identified through both a report and member survey. Areas of concern that relate to UWOFA, UWOFA-LA will need to be addressed for members. This may shape the Committee's work for 2013 and beyond.

Pensions and Benefits Committee

Chair: Dan Belliveau

Members: Ann Bigelow, William Fisher, Vicki Olds, Hiran Perinpanayagam, Sohrab Rohani

The committee has begun discussions regarding upcoming negotiations. We are examining both benefits and pensions and are in discussions with external consultants to develop a clear comparison between both pensions and benefits and our competitors.

There are a great deal of issues going on regarding pensions in particular as the provincial government is concerned about the level of debt/solvency issues many Ontario institutions face regarding their pension plans. As defined benefit plans, the Employer assumes the greatest risk and this indirectly affects the government. Province wide discussions on the issues and potential solutions around pensions have taken place and this could involve Western in time, although currently as a DC plan, the Employer has no risk whatsoever as it pertains to pension.

Manulife Financial has instituted an online claims process for some benefits (vision care, paramedical, dental) that should be of assistance to Members. This is a result of the working group on benefits comprised of Employer and UWOFA representation that was arranged from the 2010 collective agreement negotiations. In addition, Western's HR has instituted an online PER claims process as well that I hope has met with success and satisfaction. There is a limit to the number of online claims a Member can complete per academic year so it is important to be aware of that when processing PER claims. In the last year of our collective agreement (2013-14), our PER base has seen an increase of \$100 to \$500.

The upcoming year will be very busy and critical as we review our current state of affairs regarding Pension and Benefits at Western.

Policy and Governance Committee

Chair: Jeff Tennant

Members: Cindy Cossar-Jones, Bruce Fyfe, Albert Katz, Jane Laforge, Gaile McGregor, Tom Murphy, Vicki Olds, Christopher Sherrin, Anand Singh, Anne Skoczylas, Graham Smith, John Wilson

The two priorities of the Policy & Governance Committee in 2012-13 have been:

1. To carry out a thorough review of UWOFA policy documents pertaining to collective bargaining and to make any necessary revisions in preparation for upcoming negotiations on the Faculty Collective Agreement;
2. Revisit the policy on Departmental Representatives in order more effectively to mobilize the UWOFA-F membership and communicate with Members in their units regarding the work of the Association. Develop a policy document for the Librarians and Archivists Stewards Committee.

In order to meet these objectives, Policy & Governance brought forward the following initiatives in 2012-13:

1. Collective Bargaining:
 - a. Amendments to By-Law 17 pertaining to the roles of the Negotiating Team, President and Executive in Collective Bargaining: Approved by the Membership at the March 20, 2013 General Meeting.
 - b. Amendments to Principles and Procedures for Negotiations: clarification of some aspects of the principles and procedures in light of amendments to By-Law 17: Approved by the Board at its April 12, 2013 meeting.
 - c. Introduction of Policy on Development of Contract Goals and Language, incorporating some elements from the previous version of Procedures for Negotiations: Approved by the Board at its April 12, 2013 meeting.
2. Representatives / Stewards:
 - a. UWOFA-F: Introduction of a policy on Faculty (UWOFA-F) Representatives Council, superseding the Departmental Representatives Job Description, clarifying that representatives will form a Council, chaired by the Grievance Officer that meets regularly and receives training: Approved by the Board at its April 12, 2013 meeting.
 - b. UWOFA-LA: development of a document setting out the terms of reference of the Librarians and Archivists Stewards Committee: in progress.

Additional Business

Proposed revisions to the Constitution, adding additional representation on the Board of Directors for Contract Faculty. To be voted on by mail ballot of all Members in April or May of 2013.

Salary Committee

Chair: Jim Davies

Members: Ann Bigelow, Kathleen Fraser, Vince Gray, Albert Katz, Terry Sicular, Graham Smith, Laura Stephenson

For the Salary Committee this year was one of continued research and preparation for future salary negotiations. The Committee monitored salary data, settlements elsewhere, and other developments. A challenge in preparing for the next round of Faculty negotiations is that the federal government has terminated its longstanding UCASS survey (actually a census, since all faculty were covered), which provided comprehensive annual data on faculty salaries at all universities in Canada. The last year covered was 2010-11. The Committee and the UWOFA President have been in contact with OCUFA and CAUT to urge action in ensuring that substitute data become available. We have also been in touch with salary committees at some of the other "Bovey Six" Ontario universities to begin sharing data.

Ann Bigelow and Laura Stephenson have served on the Pay Equity negotiating team for the Librarians & Archivists bargaining unit, and Jim Davies has been on an advisory committee for the negotiations. Ann Bigelow and Jim Davies were appointed to be UWOFA reps on the Salary Anomalies Committee, mandated under the provisions for the final year of the Faculty collective agreement (2013-14).

Reports from UWOFA Appointees to Western Committees:

Childcare Advisory Committee

Dan Belliveau

The YMCA childcare organization commenced operation in 2006, coincident with the 2006-2010 collective agreement. This offered the opportunity for full-time faculty members to have guaranteed priority spaces for childcare. That number is 50 spaces of the 200 spaces available in the organization. Part of the collective agreement (*Child and Family Care*, clauses 1.3, 1.4) requires that the employer provide semi-annual reports indicating how many children of Members are on the waiting list or otherwise not able to be cared for by the time requested by the Member. This information is reviewed in joint meetings with the employer. Members utilize >95% of the 50-space priority spacing available to them at any given time. There are some instances where spaces cannot be made available within the Member's time frame.

There has been significant change in childcare over the past few years with the introduction of Full-Day of Learning by the Ontario Liberal Government. Pre-school children that used to comprise >50% of the day care population are now part of the School system. Our recent meetings with the YMCA were focused on their new activities and promotions of space for infants and toddlers. In the annual reports, there were no indications of persons who could not receive care when requested.

Employment Assistance Plan Committee

Dan Belliveau

Western's EAP offers confidential, face-to-face and secure web-based counselling, 24/365 emergency telephone counselling, telephone advisory services, wellness workshops, psychoeducational groups, and family, couples, financial counseling assistance.

As a UWOFA representative, I attend two meetings per year where we look at the usage of these services and discuss changes to in usage as it reflects the status of Members from different groups on campus. In addition, the committee discusses new and innovative programs that aid employees in their day-to-day dealings in the workplace such as stress management, for example.

More information on the services provided by the EAP program along with answers to frequently asked questions could be found at: <http://www.uwo.ca/hr/benefits/eap/index.html>

Joint Occupational Health & Safety Committee

John Ciriello and Oleg Semenikhin

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 on the JOHSC are to participate in the monthly meetings of the JOHSC and represent UWOFA in these meetings. The Committee meets monthly to review any occurrences within the University and how they have been resolved by the Employer or university unit in which they occurred. The UWOFA representatives on the JOHSC also raise concerns if they exist regarding various health and safety issues in their units or concerning their members.

Additionally, each member on a monthly basis participates in inspections of specified university facilities to ensure safe and productive working environment for all members of the University community, including UWOFA members. In 2012-2013 each of us participated in 6-8 inspections.

Parking Appeals Committee

Tom Murphy

Tom Murphy was elected as of July 1, 2010, to be the chair of the Parking Appeals Committee, a position he still holds.

Parking Issues from 2012-2013

As a result of the streamlining of the Parking Appeals process that occurred over a year ago, there have been somewhat fewer appeals as potential appellants realize that the likelihood of success in appealing common offences is quite low. Offences which are rarely overturned on appeal include parking in fire zones or in handicapped parking spaces. I would urge our members to be especially vigilant in not parking in such spaces, as the fines are significant (\$100 and \$150 respectively) and are rarely reduced.

One infraction which seems to have increased in the past year is parking with an expired permit. There is no longer any grace period for obtaining a parking permit. If you purchase parking on a month by month basis, it is essential that you obtain the next month's permit before the month begins, or take a chance of receiving a fine. If you are a full time employee, the easiest way of ensuring that this does not happen is to purchase an annual permit using monthly payroll deductions.

The use of blue guest passes continues to be a problem. Faculty members are not entitled to use such passes, and when they are used, they are often tampered with by rewriting dates.

As chair of the Parking Appeals Committee, I have paid attention to ensuring consistency in our adjudication, so that appellants are aware that similar violations are likely to be met with similar consequences across the board. A new process was implemented this year which enables us to view the appeals on-line, as well as see pictures of the offences where relevant. This has made arriving at a decision much easier.

The effect of these new procedures is to have reduced the number of appeals. There are still too many that are frivolous and hence are denied, but with fewer overall, this means that more attention can be paid to those appeals which may have greater merit.

Composition of the Committee

The Parking Appeals Committee is composed of six members including:

- 1 member of the Faculty of the University nominated by UWOFA
- 1 member of Staff nominated by the Professional and Managerial Association
- 1 member of Staff nominated on a rotating basis by UWOSA
- 1 CUPE Local 2361(Physical Plant), on a rotating basis with CUPE Local 2692 (Food Services)
- 1 Graduate Student nominated by the Society of Graduate Students
- 1 Undergraduate Student nominated by the University Students' Council

In addition, each meeting is attended by the Appeals Coordinator (Cindy Forget) and the Parking Manager (Mark Van Den Bossche) who provide information but do not vote.

Meetings

The Parking Appeals Committee meets about every six weeks throughout the year, including summer months. We are the final source of appeal. There are no appeals of the Appeals Committee. In a given academic year (July 1st to June 30th), we meet approximately eight times, about once every six weeks. We adjudicate approximately 60 to 90 appeals at each meeting which lasts a minimum of two hours.

At the front end of each meeting, we hear appeals from persons who choose to attend the committee to present their case. Usually, there are three to six in-person appeals. The remainder of the appeals are based on written submissions.

Merits of Appeals

Very few appeals have merit. That is, the appellant has almost always committed the offence for which they have been charged, and frequently, they acknowledge this in their appeals. Given this, the appeals are nearly always based on grounds such as:

“I didn’t see the sign.”

“I didn’t know I couldn’t park there.”

“I only left my car for a few minutes in a handicapped space (or a fire route).”

“All the spaces were taken; where else was I going to park?”

“Everyone else parks there and they didn’t get ticketed.”

Such excuses do not constitute grounds for appeal, and consequently, very few appeals succeed. Every appeal letter is carefully read, and those which seem to have some merit are discussed and considered. When there are reasonable doubts, the benefit is always given to the appellant. In some cases, where there may be extenuating or compassionate circumstances, the Appeals Committee may replace the offence with a warning or a reduced fine. If, however, one parks in a fire zone and leaves the car, or parks even for a few minutes in a handicapped zone, the chances of a successful appeal are nearly zero, and so I strongly advise our members to avoid committing either of these offences.

I would like to thank all of the members from the other constituencies who participated in meetings this past year, and most especially for the diligent work done by Cindy Forget and Mark Van Den Bossche of Parking Services

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

Randi Fisher

During the 2012-2013 academic year, I received notification of one of two meetings, which I attended on January 29th, 2013.

The following proposals were funded:

Violence Prevention Program—Equity & Human Rights Services; proposed by Terri Tomchik-Condon
To carry on the joint training program offered with the TVDSB. This program focuses on the issue of violence against women in the context of romantic relationships. \$2,300/2,300 funded

Rape Aggression Defence (RAD) Training Program—Community Campus Police Services; proposed by Elgin Austen
To buy a second “Red Man” suit for protection of instructors during RAD training. \$2,500/2,500 funded.

“Can I kiss you”—Residence Education and Programs; proposed by Kathleen McAllister and Ajay Sharad. To provide residence student leader population with increased awareness of the importance of consent and the significant presence of sexual assault in today’s dating world. \$8,400/8,400 funded

Preventing Sexual Violence: 3 Tier Approach in Residences—Residence Education and Programs proposed by A. Treglia, A. Sharad and K. McAllister. Tool kit targets Consent, Alcohol Free Late Nights, and Bystander Training. \$7,000/13,000 funded to cover bystander training [T-shirts duplicated a previously funded project].

One Love Rally—University Students’ Council; proposed by M. Wellington. To sponsor speakers at the One Love Rally held during “O” week. Funding requested for speaker Lt. Dan Choi, LGBT activist who worked to influence the US government to repeal the “Don’t Ask, Don’t Tell policy--\$15,000/15,000 funded.

Orientation Week Kits (USB keys or dry erase calendars)—USC; M. Joffre & M Wellington. USB keys with preloaded info about USC, Western and City of London resources. \$8,125/8,125 funded.

King’s College Gender Issue Awareness Week—King’s College/Brescia College; Dominique McKee. Funds requested to purchase posters, ribbons for a “White Ribbon Campaign” along with speaker, Sheryl Wu Dunn to talk about serious oppression and injustice women face throughout the world. \$10,000 requested; \$5,000 funded; Brescia University College provided additional funds.

King’s College Global Issues Awareness Week—King’s College; Dominique McKee. To bring in Even Ensler (“The Vagina Monologues”). \$0.00 funded /\$15,000 requested. Business plan had been requested. Proposal ultimately withdrawn when ensler was unavailable. M. Wellington, USC, offered to help work with them on the plan.

Collaborative Learning and Symposium Between Western and Tanzania—Western Heads East; Bob Gough. To bring in speaker Maimuna Kanyamala to meet with various campus groups regarding violence against women. \$4,000/8,000 funded. Suggested that other funding sources be explored since it’s unlikely that this program would be funded in future years.

Rape Aggression Defence Training—Community Campus Police Services; Elgin Austen. To send two officers to Michigan for “Replicating Adverse Dynamics” training; also to support costs of offering these courses on campus. \$3,200/3,200 funded.

One Love Rally—USC; M. Wellington & M. Komaragiri. To build on the success of the Freshman One Love Rally and offer a second one aimed at upper year students. \$11,075/\$11,075 funded with the stipulation that the event take place by the first week of March or be deferred until Fall 2013.

Video Monitoring Committee

Ben Rubin

The purpose of the committee is to annually review the UWO Video Monitoring Policy and to approve any changes. The policy and related information is available at <http://www.uwo.ca/police/videomonitor.htm>.

The committee met on March 21, 2013 for an annual briefing on the use of video monitoring cameras for safety and security:

1. UWO uses approximately 480 video cameras to monitor interior and exterior locations on campus. Cameras are of two types: fixed lens (newer and higher quality and pan-tilt-zoom (mostly older cameras). Most cameras retain data for 30 days and then re-record over it. A few cameras do not record. Most interior cameras are motion activated.
2. Installation of a new camera is typically at the request of a Unit Head. The Policy and Procedures document specifies that new installations must be approved by the Community Policing through Environmental Design (CPTED) Safety Coordinator. He reports that he is able to suggest more effective alternatives to a camera in the majority of cases. Upon approval, a camera will be installed by ITS.
3. The purpose of all cameras is for safety and security only. Requests for information are granted or denied in compliance with the Policy and Procedures document and with FIPPA. Maintenance of each camera is dedicated to a “Responsible Person” within the Unit that requested the camera. There are 47 such “Responsible People” on Campus. Campus Police have access to images from all cameras (both recorded data and in real time).

4. A sign specifying that the area is subject to video monitoring is placed by each camera. Broken cameras are removed or repaired within 2 or 3 days.
5. The Committee reviewed the Video Camera Inventory & Status spreadsheet.

Western Award for Excellence Committee (University Staff)

John Ciriello

This committee is mandated with the responsibility for acknowledging excellence in the workplace by university staff members. The committee is composed of a UWOFA member, a staff member, an alumni member and a previous recipient of the award. The committee meets 4 times during the year starting in December at which time each committee member is asked to review and rank over a hundred nominations received university wide for the awards. The review process is done during the Christmas break. In January, the committee then submits a list of 1-6 individual or groups of university staffs members for the award.