



ANNUAL GENERAL MEETING

Monday, May 2, 2016
10:00 a.m. to 12:00 noon
University Community Centre, room 37
(snacks and drinks will be available)

AGENDA

1. Approval of the Agenda
2. Approval of Minutes of the General Meeting, March 21, 2016 **EXHIBIT I**
3. Business Arising
4. President's Report: *K. Hoffmann*
5. Treasurer's Report: *R. Robertson*
UWOFA Budget for fiscal 2016-2017 **EXHIBIT II**
6. Tom Murphy Memorial Award for Outstanding Service to UWOFA:
K. Hoffmann and *T. Hooks*
Presentation to the 2016 recipient, Kathleen Fraser (Writing Program)
7. CAUT Dedicated Service Award: *K. Hoffmann*
Presentation to 2016 recipient, Jim Davies (Economics)
8. Annual Committee Reports:
Questions are welcome on any of the annual reports. **EXHIBIT III**
9. New Business
10. Adjournment

UWOFA General Meeting Minutes
Monday, March 21, 2016
1:30 – 3:30 p.m.
University Community Centre, room 41

Speaker: Stephen Pitel

President: Kristin Hoffmann

The Speaker called the meeting to order at 1:36 p.m. 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: R. Robertson/A. Grzyb

THAT the Agenda be approved. **Motion carried unanimously.**

2. Approval of minutes of November 9, 2015 General Meeting:

MOVED: R. Robertson/M. Ratcliffe

THAT the minutes of the November 9, 2015 general meeting as shown in Exhibit I be approved. **Motion carried unanimously.**

3. Business Arising:

There was no business arising from the November 9, 2015 general meeting.

4. President's Report: K. Hoffmann

The President reported the following:

UWOFA Negotiations: On November 13, 2015 the librarians and archivists bargaining unit voted to ratify the 2015-2019 collective agreement. The editing process of the librarians and archivists Collective Agreement should be finalized soon. The 2014-2018 faculty Collective Agreement is on the UWOFA website.

Contract Faculty: UWOFA has been active in maintaining the focus on contract faculty. UWOFA participated in the CAUT Fair Employment event in the fall of 2015 and in the Contract Faculty Day of Action on February 11, 2016. An OISE survey is being conducted to gather key data about contract faculty.

Governance: UWOFA continues to focus on matters relating to governance. The February 2016 edition of *Faculty Times* included members concerns about governance on campus and highlighted possible solutions. K. Hoffmann encouraged members to attend Western's Senate meetings.

Monthly lunch meetings with President Chakma: As President of UWOFA, K. Hoffmann has been attending regular lunch meetings with President Chakma. These lunch meetings are in addition to the monthly meetings that the UWOFA President and Vice-President attend with President Chakma and Janice Deakin (Provost & Vice-President, Academic). Overall there has been an increase in communications with the employer.

UWOFA website: In order to better serve its members the Communications Committee will begin a project of reorganizing and updating the UWOFA website. The project should be completed by late fall of 2016.

UWOFA Donations: UWOFA has donated the following:

- \$1000 to Nipissing University Faculty Association in support of striking faculty members.
- \$250 to London Abused Women's Centre to purchase 5 tickets to the 16th Annual International Women's Day Breakfast & Action.
- \$100 to Ontario Federation of Labour for *Sisters, Solidarity and Strength* posters celebrating International Women's Day. Posters were distributed across campus.
- \$100 to help sponsor a free and public event presented by FIMS Asper Fellow in Media, Datejje Cheko Green. The event was titled: *Digital Security, Precarious Knowledge Workers & Global Freedom of Expression*.

The Speaker thanked the President for her report.

5. Nominating Committee Report: A. Hearn (Chair)

A. Hearn made the following nominations (as set out in Exhibit II):

Due to being nominated as Vice-President, Stephen Pitel stepped out of the role of Chair. Jeff Tennant assumed the role of Chair.

- i) Stephen Pitel for Vice-President.

Seeing no other nominations, the Chair declared nominations closed for Vice-President and declared Stephen Pitel acclaimed as Vice-President.

Stephen Pitel stepped back into the role of Chair.

- ii) Michelle Loveland as Treasurer (two year term: July 1, 2016 to June 30, 2018)

Seeing no other nominations, the Speaker declared nominations closed for Treasurer (two year term: July 1, 2016 to June 30, 2018) and declared Michelle Loveland acclaimed as Treasurer.

- iii) The following slate for Designated Faculty Seats (two year term: July 1, 2016 to June 30, 2018):

Education	Marianne Larsen
Engineering	Paul Charpentier
Ivey Business School	Darren Meister
Law	Zoe Sinel
Music	Jill Ball
Schulich School of Medicine & Dentistry	John Ciriello

Seeing no other nominations, the Speaker declared nominations closed for Designated Faculty Seats (two year term: July 1, 2016 to June 30, 2018) and declared the following acclaimed for Designated Faculty Seats:

Education	Marianne Larsen
Engineering	Paul Charpentier
Ivey Business School	Darren Meister
Law	Zoe Sinel
Music	Jill Ball
Schulich School of Medicine & Dentistry	John Ciriello

- iv) The following slate for Designated Faculty Seats (one year term: July 1, 2016 to June 30, 2017, replacing current Board of Directors Members who will begin a sabbatical leave on July 1, 2016):

Science	Beth MacDougall-Shackleton
Social Science	Belinda Dodson

Seeing no other nominations, the Speaker declared nominations closed for Designated Faculty Seats (one year term: July 1, 2016 to June 30, 2017) and declared the following acclaimed for Designated Faculty Seats:

Science	Beth MacDougall-Shackleton
Social Science	Belinda Dodson

- v) The following slate for Designated Membership seats (two year term: July 1, 2016 to June 30, 2018):

Limited-Term Membership	Nigmendra Narain (Political Science)
Part-Time Membership	Kate Helsen (Music)

Seeing no other nominations, the Speaker declared nominations closed for Designated Membership seats (two year term: July 1, 2016 to June 30, 2018) and declared the following acclaimed for Designated Membership seats:

Limited-Term Membership	Nigmendra Narain (Political Science)
Part-Time Membership	Kate Helsen (Music)

- vi) The following slate for Designated Membership seat (one year term: July 1, 2016 to June 30, 2017, replacing a member who will begin a research leave on July 1, 2016):

Librarians and Archivists	Shawn Hendrikx (Taylor Library)
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Seeing no other nominations, the Speaker declared nominations closed for Designated Membership Seat, Librarians and Archivists (one year term: July 1, 2016 to June 30, 2017) and declared Shawn Hendrikx acclaimed for Designated Membership Seat, Librarians and Archivists.

- vii) The following individuals for Board of Directors Member (Full-Time Member) at-large seat (two year term: July 1, 2016 to June 30, 2018):
 Jim Davies (Economics)
 Matthew Rowlinson (English)

Seeing no other nominations, the Speaker declared nominations closed for Board of Directors Member (Full-Time Member) at-large seat (two year term: July 1, 2016 to June 30, 2018) and announced that as there are two nominees for one position, there will be an electronic ballot.

- viii) Kim Clark (Anthropology) for UWOFA Speaker (one year term: July 1, 2016 to June 30, 2017).

Seeing no other nominations, the Chair declared nominations closed for UWOFA Speaker (one year term: July 1, 2016 to June 30, 2017) and declared Kim Clark acclaimed as UWOFA Speaker.

- ix) Peggy Ellis (Weldon Library) for UWOFA-LA Speaker (one year term: July 1, 2016 to June 30, 2017).

Seeing no other nominations, the Speaker declared nominations closed for UWOFA-LA Speaker (one year term: July 1, 2016 to June 30, 2017) and declared Peggy Ellis acclaimed as UWOFA-LA Speaker.

- x) Elizabeth Marshall (C.B. Bud Johnston Library) for UWOFA-LA Secretary (one year term: July 1, 2016 to June 30, 2017).

Seeing no other nominations, the Speaker declared nominations closed for UWOFA-LA Secretary (one year term: July 1, 2016 to June 30, 2017) and declared Elizabeth Marshall acclaimed as UWOFA-LA Secretary.

The remaining items in Exhibit II were for information only. The Speaker thanked the Nominating Committee for its efforts.

- 6. Discussion: UWOFA's involvement in the Scholars at Risk program:** *K. Hoffmann, M. Lynk, J. Quinn*
 K. Hoffmann introduced Michael Lynk (Law) and Joanna Quinn (Political Science) who are two UWOFA members who have been involved with the Scholars at Risk program at Western for several years.

M. Lynk explained that the Scholars at Risk (SAR) Network is an international network of higher education institutions dedicated to protecting threatened scholars, preventing attacks on higher education communities and promoting academic freedom worldwide. The SAR Network worldwide has existed for fifteen years. It is involved in several programs, such as hosting threatened scholars at safe universities, advocating for academic freedom, and organizing specific campaigns for scholars who have been imprisoned because of their scholarly activities. It also runs seminars with respect to the state of academic freedom in the world. The SAR program is headquartered at New York University. There are approximately two hundred member institutions in the United States and almost one hundred member institutions in the United Kingdom. Canada currently has only fourteen member institutions.

In 2013 Western hosted its first scholar, Anna Dolidze. A. Dolidze held a joint appointment in the Faculties of Law and Social Science. At the end of her term as a scholar at risk she was successful at securing a probationary appointment in the Faculty of Law. She is currently on leave serving as Deputy Minister of Defence for the Republic of Georgia and recently was nominated to a position on the Georgia Supreme Court.

Western recently established a SAR steering committee. UWOFA's President, K. Hoffmann, is a member of that steering committee and she will be attending the Scholars at Risk Network 2016 Global Congress in Montreal from June 7-10, 2016.

K. Hoffmann explained that the Board of Directors has been discussing what support UWOFA could provide the SAR program at Western. The Board of Directors concluded that protecting and supporting academic freedom through the SAR network is a cause worth supporting. UWOFA currently supports academic freedom nationally through the CAUT Academic Freedom Fund.

At its meeting of February 5, 2016 the Board of Directors approved the following motion:

Acknowledging the importance of promoting academic freedom amongst our community of scholars, both locally and globally, the UWOFA Board of Directors approves a contribution of \$10,000 per year for three years, to support candidates for the Scholars at Risk program at the University of Western Ontario.

K. Hoffmann explained that UWOFA's Donation Policy requires that donation amounts over \$2500 must be approved by the membership through an electronic ballot. Therefore, the above motion will be put to the membership in the form of an electronic ballot. The vote will run from April 7 to 15, 2016. Email notification of the vote will be sent to all UWOFA members.

M. Lynk explained that the SAR program at Western would be looking to host a scholar for one year. The SAR headquarters receives many applications and each applicant is put through an extensive vetting process in order to determine that the applicant is a scholar and is at risk.

J. Quinn explained that Western's SAR steering committee would need approximately \$100,000 to host a scholar at risk for one year.

Before moving on to the next agenda item the Speaker drew members' attention to UWOFA By-Law 20 c) which reads:

For votes which attract statements of positions "for" and/or "against" the motion under consideration by electronic ballot, each such position statement will be limited to the first 500 words submitted by the deadline as established by the Secretary. This may include a link to an outside website with further information.

According to the Speaker the understanding of By-Law 20 c) seems to be that when there is an electronic ballot that has a "yes" or "no" question information should be provided on each side of the question to the extent that anyone wants to provide that information. If members wish to be involved in the debate on the motion they can do so using the provisions of by-law 20 c). Members should contact UWOFA's President or Secretary and indicate their interest in providing such information.

7. Discussion: Email migration to Microsoft 365: K. Hoffmann

K. Hoffmann reported that faculty, librarians and archivists members recently received two emails from the employer about the migration to the Microsoft 365 system. The first email provided notice of the plan to migrate members' emails and calendars. The second email explained that members could choose to delay migration to the Microsoft 365 system until a Canadian server is in place. The second email also listed all the things members would not be able to do with their email if they choose to delay migration.

UWOFA continues to have concerns about members' privacy and outlined these concerns in an email sent to its members on March 3, 2016. UWOFA has also filed a policy grievance under both Collective Agreements arguing that migrating members email to Microsoft 365 violates the privacy rights of its members. UWOFA Grievance Officer Tess Hooks provided details of the policy grievance. CAUT has been providing advice. After the discussion K. Hoffmann reported that UWOFA will continue to monitor this issue.

8. Report from OCUFA re: OCUFA's higher education priorities: Judy Bates (OCUFA President) and Mark Rosenfeld (OCUFA Executive Director)

J. Bates reported that OCUFA is the provincial voice of faculty, librarians and archivists and it represents 17,000 members in 28 Ontario faculty associations.

OCUFA represents members' interests and aspirations to the provincial government and develops policy solutions to ensure that members are heard in the policy development process. OCUFA also provides negotiating and grievance support to member associations.

J. Bates provided detailed information on OCUFA's three current organizational priorities.

Contract Faculty: Much of the work at OCUFA has been driven by its new Contract Faculty and Faculty Complement Committee. The goals of this committee are to engage with precarious faculty across Ontario, to build solidarity and to inform OCUFA's policy and advocacy work in the area of contract faculty. To help with this initiative, OCUFA launched an online pledge as part of its We Teach Ontario campaign. People can show support for contract faculty by signing the pledge which is available at www.weteachontario.ca. OCUFA is also working with the provincial Fight for \$15 & Fairness campaign, which is made up of more than 50 local, provincial and national organizations in over 40 communities. OCUFA recently submitted a comprehensive written brief to the Ontario government's Changing Workplace Review. In the brief OCUFA recommended that contract and part-time workers should receive equal pay for work of equal value and equal access to benefits, that measures be taken to ensure fair scheduling, and that changes be made to labour law to ensure workers can organize collectively and have effective union representation.

Pensions: OCUFA continues to participate in the University Pensions Project (UPP) to help address existing pension concerns, including portability, governance issues and cost pressures, as well as the lack of retirement options for contract faculty. The main initiative of the UPP is to explore the feasibility of a defined-benefit multi-employer jointly sponsored pension plan (JSPP). In the coming months OCUFA will provide details to its members about the design of the new JSPP. Participation in the new JSPP will be voluntary. Information on pensions in Ontario universities and the UPP can be found at www.ocufapensionreview.ca.

University funding and governance: In December of 2015 the Ministry of Training, Colleges and Universities completed its review of the university funding model. A report was issued. OCUFA participated in that review and outlined a variety of principles and recommendations for a funding model that would ensure student access and educational quality. Unfortunately, the government ruled that the level of funding was "out of scope" for the review. Based on the review the government will be developing and implementing a new funding model. OCUFA was not given a exact timeline as to when the new funding model will be implemented.

OCUFA recently conducted a survey of its members to gauge concerns about governance. The findings of the survey will inform OCUFA's next steps on the issue of governance, including the development of a clear statement on an ideal model of collegial governance and the identification of strategies for effecting change and moving towards a better model of collegial governance.

J. Bates concluded by thanking UWOFA for the opportunity to speak to the membership.

The Speaker thanked the OCUFA representatives for their presentation.

9. Announcement:

Annual General Meeting, Monday, May 2, 2016, 10:00 a.m. to 12:00 noon, University Community Centre, room 37

10. New Business: None

11. Adjournment:

MOVED: A. Hearn/A. Bigelow

THAT the meeting adjourn. In the absence of any objection, **motion carried** (3:05 p.m.).

UWOFA Budget - For the year May 1, 2016 to April 30, 2017

	Annual Budget 2016-2017	Annual Budget 2015-2016	Actual to March 31, 2016	
Revenue				
Membership Dues	\$ 1,845,494	\$ 1,787,202	\$ 1,673,777	
Supplementary Out-of-Country Medical Insurance	50,000	50,000	45,263	
Interest Revenue - Operating Funds	750	1,000	813	
Interst Revenue - CB and G Reserve Fund	95,000	85,000	87,873	
Total Revenue	1,991,244	1,923,202	1,807,727	
Set Asides				
UWOFA Scholarship	35,000	35,000	34,200	(100% paid)
Supplementary Out-of-Country Medical Insurance	50,000	50,000	45,440	
Transfer to CB and G Reserve Fund	168,000	96,000	263,000	(incl. \$175,000 from OF to CBGF)
Interest Revenue on CB and G Res. Fund	95,000	85,000	87,873	
Total Set Asides	348,000	266,000	430,514	
Dues Expense				
CAUT	239,221	236,313	215,283	
OCUFA	234,199	227,650	207,524	
CAUT Defence Fund	92,673	93,492	85,565	
CAUT Academic Freedom Fund	15,000	15,000	15,000	
Total Dues	581,094	572,455	523,371	
Net Local Revenues	1,062,150	1,084,747	853,841	
Operating Expenses				
Payroll Expense				
Wages & Salaries	363,202	322,091	322,818	
Employee Benefits	109,881	88,575	92,512	
UWO Administration Service Fee	800	800	-	
Post Employment Benefits	77,000	52,000	-	
Release Time - Regular	66,857	54,725	84,522	(100% paid)
Release Time - Negotiating	-	109,838	95,086	(100% paid)
Honoraria	2,000	1,000	200	
Total Payroll Expense	619,740	629,029	595,138	
General & Administrative Expenses				
Audit	6,500	6,500	6,017	(100% paid)
Legal & Arbitration	250,000	250,000	148,580	
Printing & Postage	8,000	12,000	3,522	
Meetings	10,000	10,000	8,892	
Insurance	3,700	3,700	3,660	(100% paid)
Bank Charges	200	200	265	
Office Supplies	8,000	9,000	8,415	
Office Equipment	5,520	6,520	2,314	
Sunshine Fund	2,500	2,200	2,786	
Computer Disk Rental	420	600	341	
Volunteer Parking	1,000	1,000	925	
Computer Software Maintenance Fee	400	800	329	
Website Hosting	680	680	622	
Website Design & Maintenance	35,000	4,320	3,016	
Repair & Maintenance	1,000	1,000	339	
Telephone	3,600	3,600	2,577	
Receptions	6,000	6,000	5,395	
Travel	15,000	25,000	11,778	
Advertising	1,000	500	2,563	
Negotiations & Strike Preparation	-	20,000	16,809	
Rental & Cleaning	13,156	12,834	11,446	
External Solidarity and Donations	10,000	10,000	5,950	
Grad Club Membership	19,100	19,097	18,080	(100% paid)
Donation to Scholars at Risk program	10,000			
Donation to A. Heinicke Service Award	-	2,500	2,500	(100% paid)
Donation to T. Murphy Service Award	10,000	-	7,000	(100% paid)
Staff Development	1,000	1,000	299	
Total General & Admin. Expenses	421,776	409,051	274,418	
Total Operating Expenses	1,041,516	1,038,080	869,556	
SURPLUS/DEFICIT	\$ 20,634	\$ 46,667	-\$ 15,715	

Annual Committee Reports

Committee for Contract Faculty (CCF)

Co-Chairs: Natalie Pierzak-Renaud and Ben Rubin

Members: Lauren Barr, Daniel Bechard, Ann Bigelow, Jessica Cameron, David House, Suzanne Huot, Patrick Kennedy, Lea Klinger, Peter Krats, John MacMaster, J Bruce Morton, Nigmendra Nairan, Vicki Olds, Karen Priestman, Anne Simon, Anne Skoczylas, Nancy Vamvakas, Jennifer Waugh

We met twice this year (Sept 11 and Oct 30). At the time of writing this report a third meeting is being scheduled for the week of April 25. Meetings have served to update members on recent developments and to plan an awareness event for contract faculty and an outreach event. In addition to these meetings we also report the following events and participation.

September 9: Natalie Pierzak-Renaud and Ben Rubin attended a meeting of the OCUFA *Ad Hoc* Committee on Contract Faculty and Faculty Complement in Toronto. The OCUFA Committee organized a conference in January an effort to survey contract faculty members across Ontario and an expansion of the "We teach Ontario" website. We wish to thank UWOFA for their support of this meeting.

October 7: Fair Employment Day - we handed out "I heart CF" cookies and spoke with passersby about work and working conditions of contract faculty at Western. The event was held in the lobby of the Social Science Building. Public (mostly student) response to the event was very positive. We wish to thank UWOFA, Vanessa Brown and Lina Rodriguez for their support in staging this event.

December 10: Contract Faculty "Get to Know Event" – We held a social and informational event for contract faculty members in the Grad club featuring snacks, drinks and information about the current status of Limited-Term and Limited-Duties faculty at Western. Attendance was sparse but attendees reported the event very useful and the process of publicizing the event generated interest in the committee and its activities from several people. We wish to thank UWOFA, Ann Bigelow, Cindy Cossar-Jones, Jeff Tennant, Vanessa Brown and Lina Rodriguez for their support in staging this event.

January 28: OCUFA CCF conference call (Natalie attended). Points discussed – Discussion and brainstorming for "Day of Action" on February 11th. Ideas included putting an Oped to local media (i.e. newspaper), promote people to take a picture of or with CF and hold up a placard that gives some identification and a mini statement. Photos were to be uploaded to #precariousPSE on February 11th and or tweeted using the hashtag listed. We were to encourage full-time faculty or others to sign a solidarity pledge on the We Teach Ontario website. The pledge response was low but considered a good start. It underscores the need to raise awareness about this issue.

February 11-12: Natalie Pierzak-Renaud was to attend the *OCUFA Conference on Confronting Precarious Academic Work* but was unable to due to family emergency. Subsequent OCUFA conference call meetings outlined the feedback regarding this conference. The overall response was positive from contract faculty and full-time faculty alike, however there was some concern that the range of speakers was too narrow.

February 25th: OCUFA Conference call (attended by Natalie). Discussion Points – The idea for a speaker's tour at different universities discussing precarious work in general was well received and supported. No speaker was identified beyond the general description of "high profile" or "well-known". Laurier-Waterloo presented an Oped piece and interview that was circulated in the city local newspaper. There was discussion regarding dates of future events and brainstorming for ideas of how to raise awareness of CF issues in general. It was determined that tabling in some form between CF and full-time faculty was desperately needed. This would include universities and colleges. There was also ongoing discussion regarding how to collect firm data on CFs at each university. No plan of action was determined. Future dates discussed included OCUFA Chairs meeting on March 4th and \$15 and Fairness planning meeting on March 11th. It was determined that Natalie Pierzak-Renaud would attend the Chairs meeting with Andrea Calver, the current chair of OCUFA CCF. There was a provincial work-place review report that had been delayed and the committee was waiting to review.

March 4th: OCUFA Chairs Meeting (attended by Natalie). This meeting took place to allow chairs to raise awareness of what each committee was doing and if there were any common issues between committees that would benefit from collaboration. Andrea and Natalie gave a report on the activities and meetings of the CCF. It was concluded that collegial governance is a major issue for all faculty but its effects have different and varied impact on CF depending on the university, dean's office or department's admin's approach to CF. It was also determined that faculty evaluations must change and that the weight of student comments should be greatly diminished. A change in evaluation would benefit full-time as well as CF. OCUFA will be looking into these issues further. A point raised in the conference and

reiterated at the meeting is that the CF phenomenon was growing to be a gender issue. There may be labour law or equality disputes that will arise from the increased use of CF whom are disproportionately women compared to male to female ratio in full-time positions.

March 31st: OCUFA conference call. Natalie did not attend this call. Items that were discussed including how to go about tabling and brainstorming for next year's decent employment day. The next OCUFA conference call will include choosing a CF to represent the OCUFA CCF. Andrea will continue to assist as an OCUFA employee but she will be stepping down from the chair position.

There is a UWOFA CCF meeting scheduled for April 27th. The items on the agenda include updating the members, choosing new co-chairs and selecting a representative to attend the monthly OCUFA conference calls as Natalie will be stepping away from this duty. Brainstorming and preplanning of Decent Work Day in October will also begin. Interest at the Western level of CF issues appears to be growing, albeit slowly. Hopefully interest and participation from a diversified cross-section of CF will continue to grow.

Communications Committee

Chair: Marni Harrington

Members: Paul Benedetti, Vanessa Brown, Amanda Grzyb, Courtney Waugh

The Communications Committee (CC) continued to be very active with the ongoing fall out from Chakma pay scandal. Additionally, the CC spent the summer and fall periods of 2015 focused on efforts to support librarian and archivist collective bargaining. In all of its communications, the CC seeks to advocate for the public good of academic teaching, research, and librarianship. To that end, the CC developed the following core message for this past round of bargaining: **"Strengthening Scholarship: How librarians and archivists are central to academic discovery"**. Two videos were created to support the work of academic librarians and archivists at Western. These videos were very well received. Note: Western Libraries has requested access to them to post on their library web site because they effectively highlight what academic librarians and archivists actually do.

Other selected activities by month

July – Kristin Hoffmann's first week as president

Supported media coverage in the London Free Press re Chakma pay scandal and cost of PR and legal firms to advise Chakma; AM980 and CBC also picked up the story

July – interpret and publish survey results

UWOFA Survey Results – Building a Better Western (UWOFA Matters, July 10, 2015); Gazette wrote about the survey report

August – response to Chakma's 100-day listening tour

UWOFA continues call for governance reform at Western (UWOFA Matters, Aug 11, 2015)

August – Globe & Mail interview re UBC's president abruptly resigning

September – Get Science Right Panel;

UWOFA to host Get Science Right town hall (UWOFA Matters Sept 23, 2015)

October – Response to Goudge commission

Board of Governors made serious errors negotiating President Chakma's contract, review finds (UWOFA Matters Oct 2, 2015)

Board of Governors must seek accountability to build a better Western (UWOFA Matters Oct 16, 2015)

Western's Board of Governors urged to focus on university mission when selecting new chair (UWOFA Matters Nov 5, 2015)

February – Faculty Times Vol. 15, Issue 1 – highlights three pieces about alternative governance structures at Western along with president's column and other activities of interest for members

February – Support Contract Faculty Day of Action

Western, Fanshawe unionized faculty & librarians support Contract Faculty Day of Action (UWOFA Matters Feb 11, 2016)

Upcoming activities

The CC began talks about reworking UWOFA's website. Due to ongoing issues with current website company, another more responsive company will be hired. Funding for this initiative has been approved.
FAQs for website – in process

Dependents' Tuition Scholarship Plan

Chair: Clive Seligman

Members: Styliani Conostas, Jim Karagiannis, John Wilson

Number of Scholarships awarded during the *nine* months (July 1, 2015 to March 31, 2016) of this report = 237

There will likely be another 35 scholarships awarded during April, May, and June this year. Thus the projected total number of awards for the full year is 272, 17 fewer than awarded in 2014-2015.

Total number of Unique Applicants = 232 (5 applicants received scholarship payments for two different academic years within the specified timeframe).

Full-time Awards = 231

Part-time Awards = 6

Applicants attending university = 217

Applicants attending college = 15

Income Statement	July 1, 2015 to March 31, 2016	July 1, 2014 to March 31, 2015
Balance Forward	\$1,724,362.88	\$1,748,672.01
Revenue		
Scholarship Fees (9 months.)	\$899,705.00	\$849,573.00
Interest Income	\$919.21	\$5,736.42
Total Revenue	\$900,624.21	\$855,309.42
Expenses		
Scholarships	\$(1,086,840.00)	\$(1,067,510.00)
Closing Balance, March 31, 2012	\$1,538,147.09	\$1,536,471.43

Note:

It is projected that the plan's revenue's will increase about \$300K through June 30, 2016, to about \$1.2 million, while the expenses will increase about \$168,000 (35 more scholarships) to about \$1,254,000.

Equity Committee

Chair: Erica Lawson

Members: Vanessa Brown, Amanda Grzyb, David Heap, Deborah Meert-Williston

With the assistance of Veromi Arsiradam, and based on information provided by Vanessa Brown, I have reviewed all of the activities for UWOFA Equity Committee between 1995-2013 to identify past initiatives and gaps. Based on what we found (e.g. strong emphasis gender discrimination) the plan is to discuss how to include other designated groups who also face discrimination; in other words, the focus is to broaden the scope of how we think about and address equity for our faculty community.

The committee has agreed to two meetings per semester for the 2016-17 academic year to undertake agreed upon initiatives; but we are planning our first meeting at the end of April 2016 for preliminary discussions.

Grievance Committee

Chair: Tess Hooks

Case Officers: Kathleen Fraser, Ed Goehring, Steve Lupker, Lynne McKechnie, John Sadler, Hristo Sendov, Sandi Spaulding, Warren Steele, Marisa Surmacz

Ex Officio (non-voting): Ann Bigelow, Alison Hearn, Kristin Hoffman, Jeff Tennant

Operational Support Officer: Lina Rodriguez

Professional Officer: Cindy Cossar-Jones

This report is intended to give the membership of UWOFA a report about the work of the Grievance Committee in the period beginning on April 1, 2015 and ending on March 31, 2016. But it is difficult to capture all of this work if one only looks at events that occurred during this one year frame. In this report I will try to report on all the cases that UWOFA has acted on during this one year period, but in doing so I will make reference to events that occurred outside this one year time period.

The Grievance Committee is responsible for maintaining the negotiated rights of Members from two Bargaining Units: Faculty and Librarian/Archivists. UWOFA's initial contact with Members who may be experiencing difficulties often begins with a call to the Association. In the period from April 1, 2015 to March 31, 2016, the Professional Officer received 249 calls and the Operational Support Officer received 27 calls from Members making inquiries about provisions in our Collective Agreements and about how those provisions impact on their own employment situations. This number of calls is almost exactly the same number of calls received during last year's reporting period (277).

During the 2015-2016 reporting period UWOFA filed one policy grievance on behalf of both of its Bargaining Units. In November of 2015, the Employer notified UWOFA of its plan to migrate the email and calendars of academic staff to Microsoft Office 365. On March 11, 2016 UWOFA filed the Step 2 grievance arguing that such a migration would violate the privacy rights of its Members. Because Microsoft's servers are located in the United States, the data of UWOFA's Members may be subject to intrusive United States government surveillance.

Turning to the cases that the Grievance Committee worked on from the Librarian/Archivist (L/A) Bargaining Unit helps to illustrate the limitations of using a one year frame for reporting (please see Table 1). For this Bargaining Unit there were two grievance cases on which the Association took action in the 2014-2015 year (not in this reporting period). These grievances related to the work of the Bargaining Unit. In these cases the Union is arguing that the Union Dues article of the L/A Collective Agreement is being violated. That is, there are workers doing the work of librarians but who are not paying union dues. The first of these grievances was initiated on June 2, 2010 and the Step 3 grievance was filed later the same summer. A second similar Step 3 grievance was filed in the same year. The Union and the Employer agreed to merge these two grievances. The grievance challenged three positions within the university. Over a period starting in November of 2011 and ending in November of 2014 there were eleven hearing dates. The hearing was completed on November 14, 2014. As of March 31, 2016, UWOFA is still waiting for the arbitration award.

An additional policy grievance was filed on behalf of the librarians and archivists on September 14, 2015. In September of 2011 a Letter of Understanding was signed by UWOFA and the University. The letter confirmed a commitment of the parties to undertake a joint review process of pay equity in the librarian and archivist bargaining unit. A working group was established in 2011 and it met and worked for a three and one half year period. The working group never submitted its final report which was due by September 14, 2015. The working group was unable to reach a joint recommendation because the Employer took the position that the pay equity plan that the parties had been working on was a new plan not an amended plan and new plans under pay equity legislation have different rules than that of amended plans. UWOFA filed a complaint with the provincial Pay Equity Review Officer and it is still awaiting a decision from the officer. UWOFA also filed a grievance to hold the Employer to its commitment to engage in a pay equity process retroactive to 2011.

Grievance Name	GR Type	Collective Agreement	Complaint Date	Step 2 Date	Step 3 Date	Resolution	Article
Certificate Issue – Association Dues	Policy	2009-2011	17-May-10	02-Jun-10	12-Jul-10	Outstanding	Association Dues
Association Dues – Resource Coordinator	Policy	2009-2011	27-Apr-11	09-May-11	24-Jun-11	Outstanding	Association Dues
LOU—Pay Equity Review	Policy	2011-2015	04-May-15	14-Sept-15	22-Oct-15	Outstanding	LOU—Pay Equity Review

Table 1

When we turn to the Faculty Bargaining Unit, we can see that there were 55 cases on which the Association assigned case officers or took some kind of action (please see Table 2). Of these 55 cases, one was a group grievance filed on behalf of two Limited-Term, Full-Time Members, 47 were possible individual grievances, sixteen of which involved Part-Time Members while thirty-one involved Full-Time Members, and there were seven policy grievances. The 55 grievance issues in the 2015-2016 reporting period represent a ten percent increase compared to the 50 grievance issues dealt with in the previous year.

Complaints to UWOFA		
1	Group	
	1	Full-time LT
47	Individual	
	31	Full-time
	16	Part-time
7	Policy	

Table 2

As you can see from Table 3, a limited number of articles from the Faculty Collective Agreement were the focus of the 55 cases that were dealt with during the year under review. Five of the 55 cases revolved around promotion and tenure. But not all of these cases were grievances. Often Members request UWOFA’s support and assistance when going through the promotion and tenure process. And most of those promotion and tenure candidates are successful. There are a few tenure and promotion denials that result in grievances. Members also request UWOFA representation to attend meetings with their deans to discuss their annual performance evaluations. Very few of the Annual Performance Evaluation cases result in grievances. Thirteen of the 55 cases were related to appointments. Many, if not most, of these cases involve Part-Time Members. Table 4 indicates that the 55 cases were spread across almost all Faculties across campus, except the Faculty of Law, where there were none.

Complaints by Article		
1	Group	
	1	Appointments
47	Individual	
	1	Academic Fraud and Misconduct
	11	Annual Performance Evaluation
	13	Appointments
	3	Discipline
	5	Discrimination and Harassment
	2	Intellectual Property
	5	Promotion and Tenure
	2	Retirement and Resignation
	3	Sabbatical Leave
	2	Workload
7	Policy	
	1	Academic Freedom
	1	Annual Performance Evaluation
	1	Appointments ¹
	1	LOU – Limited Duties Conversion
	2	Privacy
	1	Workload

Table 3

Complaints by Faculty		
1	Group	
	1	All Faculties
47	Individual	
	7	Arts & Humanities
	4	Education
	1	Engineering
	1	FIMS
	7	Health Sciences
	7	Ivey
	3	Medicine & Dentistry
	1	Music
	3	Science
	13	Social Science
7	Policy	
	4	All Faculties
	1	Education
	1	Health Sciences
	1	Ivey

Table 4

The Grievance and Arbitration article of UWOFA's Collective Agreements obliges UWOFA and our Members to attempt to resolve disputes at an informal level before filing a grievance. And many of UWOFA's cases are settled at this stage. Once a grievance is launched there are normally three steps in the grievance process. And a dispute can be resolved at any of these three stages. It is not uncommon for the Association and the Employer to negotiate Minutes of Settlement in an effort to resolve a dispute during the grievance process. There are also exceptions to this three step grievance process. For example, Policy Grievances and the denial of Promotion and Tenure grievances are initiated at Step 2. Unfortunately, not all grievances are settled at the informal resolution stage or through Minutes of Settlement. These matters are taken before a third party for arbitration. The following table (5) indicates the outcomes of grievances that were resolved between April 1, 2015 and March 31, 2016.

Total Resolutions			
1	Group		
	Arbitration	1	
			Resolved 1
30	Individual		
	Arbitration	2	
			Minutes of Settlement 2
	Complaint	23	
			Dropped 12
			Resolved 11
	Informal	3	
			Dropped 2
			Resolved 1
	Step 2	2	
			Dropped 1
			Minutes of Settlement 1

Table 5

8	Policy			
	Arbitration	2	Minutes of Settlement	2
	Complaint	2	Dropped	2
	Step 2	2	Dropped	1
			Minutes of Settlement	1
	Step 3	2		
			Resolved	2

Table 5

The most striking feature of the last year of grievance work is the ongoing demonstration of the Employer's lack of respect for those precariously employed at Western. During the collective bargaining process for the Faculty Bargaining Unit, the Association attempted to achieve improvements in job security provisions for Limited-Term and Limited-Duties Members. It negotiated provisions such that Limited-Term Members who had been continuously appointed as Limited-Term Members for fourteen years could be renewed in a Limited-Term Appointment with no specified end date. Once having achieved this status, these Members would be eligible for phased retirement. The Employer has interpreted the language to mean that Limited-Term contracts cannot be renewed until they have expired. So some Limited-Term Members may have to work as long as 18 to 22 years to achieve the advantages associated with an appointment with no specified end date. Also in the last round of collective bargaining the Association reached an agreement with the Employer to convert 12 long-serving Limited-Duties Members to Limited-Term contracts. To date the Employer has only converted four Members to Limited-Term contracts. On another matter related to Part-Time Members, the Association is arguing that several Part-Time Members were severed without severance being paid and/or proper notice being given. All of these matters are the subject of grievances.

The primary role of a union is to serve its Members and protect their rights. It would be impossible to do this without the commitment of a number of people who I would like to acknowledge. First among those to thank is Cindy Cossar-Jones, UWOFA's Professional Officer. She is usually the first person many of our Members contact to answer questions and deal with their concerns. I would also like to thank Lina Rodriguez, UWOFA's Operational Support Officer. She serves UWOFA's Members and the Grievance Committee. The volunteers who serve on the Grievance Committee do a fabulous job supporting the Members of UWOFA's two bargaining units. It is because of the tremendous effort of these volunteer Case Officers and UWOFA's staff that we are able to bring so many cases to a successful conclusion. Finally, I would like to offer a special thanks to Kathleen Frazer, who stepped into the role of Acting Grievance Officer from July to December of 2015. She ensured that UWOFA's Members were well served over this period of time. Thank you.

Librarians and Archivists Stewards Committee (LASC)

Chair and Chief Steward: Courtney Waugh

Stewards and their related constituencies: Lise Doucette (Office of the Chief Librarian), Fran Gray (Weldon Library & Western Archives), Shawn Hendrikx (Taylor Library), Joanne Paterson (LIRM), John Sadler (Business, Law, Music), Cindy Cossar-Jones (UWOFA Professional Officer), John Costella (UWOFA-LA Joint Committee Representative)

In accordance with its established mandate, 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, 2015- present) the committee met once monthly between August, 2015-February 2016.

UWOFA-LA was engaged in collective bargaining during this reporting period and Members' energies were focused on issues surrounding negotiations.

Member Engagement:

Collective Agreement Facilitated Q&A Sessions:

Members of UWOFA-LA developed and facilitated two hands-on sessions designed to orient new Members and co-op students to the Collective Agreement. Eight individuals attended these sessions and feedback was resoundingly positive.

Academic Freedom – Visiting Speakers

Academic freedom was identified as a theme to build member engagement activities around. This was partly based on the concerns around academic freedom that were raised by our UWOFA colleagues following the April 2015 special

meeting of Senate, it is also an area of recent research by librarian colleagues, Mary Kandiuk (York) and Harriet Sonne de Torrens (UTM) on academic freedom and the scholarship of librarians and archivists. The plan was to invite the aforementioned researchers to speak at Western and follow up with a second session exploring the Academic Freedom article.

The aforementioned researchers were invited to speak at Western in March but had to cancel at the last minute. As of this writing we are working to reschedule their visit for some time in May 2016.

Other selected activities:

LASC followed up on two issues arising from President Chakma's visit with Western Libraries:

- Equity Reports: Exit interview and other data about librarians and archivists was not being captured in Employment Equity Committee reports. This issue was taken back to Joint Committee for discussion.
- Senate – voting seat: Feedback on the issue of having a voting seat for Librarians and Archivists in senate was taken forward to the Ad Hoc Committee on Senate Renewal for consideration.

Pensions and Benefits Committee

Chair: Johanna Weststar

Members: Dan Belliveau, Ann Bigelow, William Fisher, Eona Karakacili, Roger Khayat, Vicki Olds

The Pensions and Benefits (P&B) committee welcomed two new members, Eona Karakacili and Roger Khayat, and a new Chair. In our last round of bargaining we attained a Wellness Spending Account (WSA). The WSA was included as part of the 2016 flex credit allocation process and the P&B committee will closely monitor the uptake and administration of the account in these important first years. An explicit review of the WSA in its first year was included in the report of the Wellness Working Group of which two of the P&B committee members were UWOFA representatives.

The P&B committee has undertaken two new initiatives this year. The first is to conduct a review of the medical benefits over the past 10-15 years to systematically document any changes in what is/has been offered to members and determine the impact of any changes. The second is to review the projected retirement income rates for the membership to review the adequacy of retirement savings under our defined contribution pension plan. We are awaiting information from the administration to aid us in this effort, but may also conduct a short survey of the membership in the forthcoming months. This information will help us to determine whether additional educational campaigns are needed to help members improve their pensions in our current plan and it will also help to inform discussions of alternatives.

In this vein we continue to monitor the process that has been undertaken by OCUFA and COU to create a Jointly Sponsored Pension Plan (JSPP) for the Ontario university sector. Our UWOFA representative Johanna Weststar has participated in planning meetings to determine the design and governance models of the plan. These took place as plenary sessions of all potential stakeholders as well as side-meetings with just OCUFA members and also with members of the broader union groups who would comprise the Labour Sponsor for the plan. The process is now in its final stages with administrators and labour groups from fully committed universities determining the final design. Once the plan is launched it will be an objective of this committee to present the details of the JSPP to our members and assess interest in this as an alternative to our current defined contribution plan.

Policy and Governance Committee

Chair: Ann Bigelow

Members: Styliani Conostas, Cindy Cossar-Jones, Albert Katz, Jane Laforge, Debbie Meert-Williston, Vicki Olds, Rod White, John Wilson

During the 2015-2016 year the Policy and Governance committee worked hard to complete an overhaul of the policy with respect to Release Time. This revised policy was passed by the Board at its February meeting. We will begin to develop policies to address issues related to the Accessibility for Ontarians with Disabilities Act, and hope to complete this process in time to have a policy approved by the Board at its May meeting. In addition, a review of policies related to how appointments were made to committees resulted in a decision by the committee to conduct a complete review of the by-laws and constitution for UWOFA. This is a project that will take some time. As a result, we will pass on our comments to the next committee chair so they can be considered in this review process.

Salary Committee

Chair: Jim Davies

Members: Ann Bigelow, John Ciriello, Vince Gray, Albert Katz, Gildo Santos, Kristina Sendova, Terry Sicular, Laura Stephenson

The Salary Committee's main activities this year were research and responding to member inquiries. Ann Bigelow and Laura Stephenson also continued to serve on the Pay Equity negotiating team for the Librarians & Archivists bargaining unit.

The Committee looked at salary data at Western and its comparators, settlements elsewhere, and other developments. Faculty salary data for all Canadian universities was formerly provided by Statistics Canada through its UCASS survey. This has been replaced, in Ontario by the employer-side organization OCAV, which provides to OCUFA the same data that Statistics Canada formerly generated.

The Committee has also been thinking about communication and publications strategy leading up to the next round of faculty negotiations, which will begin in the spring of 2018.

Reports from UWOFA Appointees to Western Committees and Committees mandated under the Collective Agreements:**Childcare Advisory Committee**

UWOFA Representative: Patrick Lajoie

The UWO childcare advisory committee did not meet last year. Patrick Lajoie was appointed as the new UWOFA representative in January 2015.

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 (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 and with full implementation by September 2014.

Employee Assistance Plan Committee

UWOFA Representative: David Heap

Western's Employee Assistance Plan (EAP) is a service offered to Full-Time Members as part of our benefit package. It includes confidential, face-to-face and secure web-based counseling, emergency telephone counseling, telephone advisory services, wellness workshops, psycho-educational groups, and family, couples, financial counseling assistance. As your EAP representative, I have attended EAP committee meetings twice yearly where we look at the usage of these services across employee groups and discussed usage by different employee groups on campus. Faculty on the whole are among the lowest users of this benefit, something we could consider promoting more explicitly to our Members.

EAP services are provided by FSEAP Thames Valley / Family Service Thames Valley.

<http://www.familyservicethamesvalley.com/service/fseap/>

You can learn more about the services provided by the EAP program along with answers to some frequently asked questions here: <http://www.uwo.ca/hr/benefits/eap/index.html>

For all (Full-Time and Part-Time) employees: Immediate, confidential emergency telephone assistance is available 24 hours a day, 365 days a year for all Western employees. Call 1-877-433-0701.

Joint Committee

UWOFA Chair: Jeff Tennant

UWOFA Representatives: Ann Bigelow, Cindy Cossar-Jones, John Costella (from February 2016), Kathleen Fraser (September to December 2015), Tess Hooks (from January 2016)

Joint Committee has met seven times thus far in the 2015-16 academic year, and has two more meetings scheduled, in May and June. Joint Committee representatives of UWOFA's two Bargaining Units meet on a monthly basis with the Employer's representatives to discuss arising and ongoing matters related to the implementation of our Collective Agreements, seeking solutions to issues and problems that arise. In addition, Joint Committee monitors various processes and ongoing dossiers, such as receipt of reports required under the Information article.

Issues addressed in 2015-16 Joint Committee meetings include:

- Editing and implementing the new Librarians and Archivists Collective Agreement
- Establishment of UWOFA-LA Document Formats Working Group
- Migration of e-mail to Microsoft 365
- UWOFA-LA Annual Report and Review Clause 5 request for a review of the criteria and supporting evidence
- Implementation of recommendations of the Joint Working Group on Student Questionnaires on Courses and Teaching

The UWOFA Chair would like to thank the following colleagues for their work on UWOFA's behalf on Joint Committee: Ann Bigelow, Cindy Cossar-Jones, John Costella, Kathleen Fraser and Tess Hooks.

Joint Employment Equity Committee

UWOFA Representatives: Debbie Meert-Williston, Wendy Pearson

The committee is led by Karen Campbell, and Kibret Mequanint is the other appointed institutional member. Larissa Bartlett and Terri Tomchick-Condon also sit on this committee as consulting members.

The Joint Employment Equity Committee did not meet until January 2016. Since then there has been three meetings with three more meetings set for Spring 2016.

Joint Occupational Health & Safety Committee

UWOFA Representatives: John Ciriello and Oleg Semenikhin

The University 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 (OHS Act)* and the applicable Regulations, Guidelines and Standards.

The UWOFA representatives serve two main roles on the JOHSC. First, they participate in the monthly meetings of the JOHSC and represent UWOFA's concerns at these meetings. The Committee meets monthly to review any occurrences within the University community and how they have been resolved by the Employer or university unit in which they occurred. Examples of such items include accidents/injuries and work refusal trends; workplace inspections and safety trends, critical injuries, safety recommendations submitted to the JOHSC, etc. The JOHSC also invites the Director of Campus Police or a representative to outline any safety issues or secured issues that may exist on campus. 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.

Second, each member on a monthly basis participates in a half-day inspection of specified university facilities to ensure a safe and productive working environment for all members of the University community. In 2015-2016 each member of the JOHSC participated in 6-8 inspections.

Parking Appeals Committee

UWOFA Representative: Nigmendra Narain

As the successor to Tom Murphy, who was Chair of the Parking Advisory Committee since July 1, 2010, it is my privilege and honour to try to fill the role and void left by Tom's passing. Tom was much beloved and respected for his work (and humour) on this Committee, and was involved in its morphing into the Parking Appeals Committee, as well

as working to streamline the appeals process, and seeking to make the process more efficient and fairer. I am humbled to succeed him, and thank the Committee Members for a welcoming and supportive first year on the Committee, no doubt, thanks to Tom's efforts and gravitas.

Role

The Parking Appeals Committee is the successor to the Parking Advisory Committee. When parking infraction tickets are issued, if one chooses not to pay, or settle through reaching an agreement with Parking Services office staff, a person may submit an Appeal to the Committee. An Appeal consists of a written submission, and may include supporting documents or pictures, and in some rare instances, an in-person appeal presentation to the Committee.

Committee Composition

The 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
- UWO Faculty Association (UWOFA)
- UWO Staff Association (UWOSA)

Three non-voting members of the Parking Services sit on and assist the Committee with its deliberations: Cindy Forget (Parking Appeals Coordinator), Warren Hayden (Parking Enforcement), and Mark Van Den Bossche (Parking Manager).

The membership of the Committee is fairly consistent, as many members of the Committee have previously worked on the Committee, and bring expertise and past knowledge to the Committee's deliberations. Further, each representative provides context for the parking situations and problems faced by their particular group, etc., and communicates their concerns to the Committee, while also returning with advice for their colleagues based on the decisions of the Committee. Still, where appropriate, if the Committee member has a relationship with the Appellant, they will abstain from the deliberation and voting.

Meetings & Adjudication

The Committee meets approximately roughly every six weeks or once every two months. Quorum for the Committee must be reached and maintained in order to discuss and decide an Appeal. Committee members review, in advance, the infraction tickets, the appeals' submissions and exhibits, and investigate appellants' claims (such as checking past weather, road closures, etc.). During the meeting, each appeal is discussed and debated, and a vote is taken on that appeal before moving to the next appeal. The Committee can deny the appeal, reduce the ticket amount, or vacate the ticket.

In the vast majority of cases, appeals to vacate the tickets are denied. Still, the Committee often considers mitigating circumstances and reducing the ticketed infraction-type or amount. Persuasive and sympathetic appeals provide significant evidence or compassionate reasons for the infraction, and due consideration is then provided. Flimsy excuses hold little sway: 'I was running late'; 'I thought it was okay'; 'Other people do it all the time'; 'I was just helping by lifting the gate'; 'It was inconvenient to park elsewhere'; 'I did not see the sign'; 'The machine was broken; someone told me it was'; 'I did not know I could not use it for different cars'; 'I did not want to pay the full parking amount and ran out of time'; 'I hadn't gotten around to renewing or getting the right permit'; 'Because it was snowing, I thought it was okay to park there'; 'I forgot my pass'; 'I was only gone for just 5 minutes, not 90 minutes'; 'I park here all the time; you cannot stop me from parking here'; 'The Attendant told me I could park there, and must have forgotten or was unclear'; 'I don't care what special event is going on'; 'You have no right to tow me'. As well, some infractions leave little room for appeal consideration because they pose violations which threaten safety of university citizens and visitors: blocking other cars; blocking exit/entry lanes in parking lots; parking in fire lanes and near fire hydrants; disregarding accessibility zones and parking spots; or exiting a running (or off) vehicle in a drop-off zone.

Parking Advice & Cautions

UWOFA Members are strongly encouraged to consider the following in order to avoid parking problems and ticketed infractions:

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, etc.
3. Don't touch, damage or brake 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*
4. 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
 - i. Permit usage is logged every entry and exit
5. 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
 - 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, and then you will likely be *immediately* ticketed, your car may be towed, and/or Campus Police will be called
6. Read the signs fully and properly, and *follow* the instructions
7. If you are given options at the Parking Service counter in order to settle the matter, seriously consider their offer as you are unlikely to do better unless you provide a compelling appeal submission with evidence

Innovations and Updates

Various changes have been undertaken and will be undertaken in the coming year to help improve parking services and access to Western, so only some are highlighted here:

- Possible card access rather than transponder
- Guest/Visitor Parking Passes: https://www.uwo.ca/parking/services/dept_host/index.html
- Pay-by-phone through Honk Mobile at Support Services, Medical Services and Weldon Library buildings (<https://www.uwo.ca/parking/>)
- Carpooling in partnership with London's Regional Rideshare Program (<https://www.uwo.ca/parking/>)
- Due to FIMS/Nursing building construction: "The temporary parking lot on the south-west corner of the intersection will be reclaimed. An additional 170 grey permit spaces have recently opened in the nearby South Valley lot." (http://www.uwo.ca/fm/projects/capital_projects/fims_nursing.html)
- Due to Western Interdisciplinary Research Building: "The Visual Arts parking lot will be closed for the duration of the project. Permit holders are encouraged to find spaces in nearby lots including Springett, South Valley, and Medway, which are typically under capacity." (http://www.uwo.ca/fm/projects/capital_projects/wirb.html - wirb)

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

UWOFA Representative: Randi Fisher

This committee met on June 15, 2015 to review proposals for programs targeting the following characteristics:

1. Education regarding sexual violence
2. Contribution toward a safe campus
3. Maximizing focus on marginalized groups
4. Contributing to Orientation Week and Best Student Experience.

Funding was more limited this year and the committee needed to be more selective in the sponsoring of programs. The following proposals received funding or approval without funding.

1. Equity and Human Rights Services: proposal for a [High School] Violence Prevention Program \$2,300
2. University Students' Council: proposal for a Shuttle Service after late night orientation events \$2,000
3. University Students' Council: proposal for the "One Love Rally"- Keynote Speaker Lt. Dan Choi \$15,500
4. Residence Education and Programs: "Can I Kiss You?" Presentations \$7800
5. Residence Education and Programs: Production of Video and supporting posters to be presented during orientation week \$1,800
6. Residence Education and Programs: half day Staff Training Workshop \$5,000
7. Centre for Research and Education on Violence Committed against Women and Children and Sexual Violence Prevention Education Committee: Campus Wide Sexual Violence Survey \$7,000
8. Centre for Research and Education on Violence Committed against Women and Children and Sexual Violence Prevention Education Committee: To produce and distribute in 1st year calendars and students spaces— information on What Is and Is Not Consent. \$1,286
9. Western Foot Patrol: Replacement of jackets \$2,587.50

On July 2, 2015, the movie "The Hunting Ground" was screened and discussed as a potential resource for use on campus. Opinion varied and there did not seem to be any follow-up.

Members of the Women's Safety Committee were also invited to attend the October 26, 2015, Consent and Compassion Sexual Violence Forum featuring Dr. Kathleen Griffin, an anti-gender violence advocate and survivor.

Video Monitoring Committee

UWOFA Representative: Ben Rubin

The Video Monitoring Committee met once this year (October 5). The meeting was attended by John Carson (Director, Campus Police) Christine Greco (Sargent, Campus Police), Paul Eluchok (UWOSA representative and me. At the meeting Sgt. Greco reported the following information:

1. **Cameras on campus:**
There are approximately 700 video monitoring (VM) cameras on campus. This number includes cameras at Huron, Brescia and the research parks.
2. **Quarterly Camera Audits:**
All new cameras included on the quarterly camera audits. These audits are updated and sent out by Sgt. Christine Greco. Recipients are Michelle Parkin (UWOSA member) and Katie Osborne (UWOSA member). Next audit is due on October 13, 2015.
3. **General Use Classroom Cameras:**
For safety and security purposes, camera(s) will be installed in the surrounding hallways of each general use classroom on campus. The purpose is to capture the main entry points into the classroom.
5. **Procedure for considering a request for a new camera:**
A CPTED review must be requested before any camera is installed on campus (this included Brescia, Huron and research parks). Once the report is completed by Sgt. Greco, CPTED Coordinator, it must be approved by Director, John Carson before it is distributed. Once the cameras are installed, ITS contacts Sgt. Greco who then post video monitoring signage on primary access points. Sgt. Greco also provides VM training to the 'responsible person' (RP) and obtains a signature from the RP on the Western's video monitoring waiver. Sgt. Greco also updates the camera audit list and an updated RP list is then emailed to Nancy Wellard with ITS. All remote monitors accessing camera images are approved by John Carson and are included in the CPTED report.
6. **FIPPA requests**
Only two FIPPA requests which included video footage were requested to date this year.
7. **360 degree cameras:**
Discussed new 360 degree cameras. Resolution still requires some adjusting in certain locations.
8. **Camera maintenance fee:**
ITS will be charging a monthly camera maintenance fee for the purpose of covering regular camera maintenance and repairs. ITS has already met with separate departments to review some of these details. Currently this plan is optional.

Western Award for Excellence Committee (University Staff)

UWOFA Representative: John Ciriello

This committee is mandated with the responsibility for acknowledging excellence in the workplace by university staff members. Nominations are submitted for individuals or groups that have made working at Western a positive experience, rewarding for all members of the University community, and members of the University community as a whole have benefited from having these individuals in the workplace. The committee is composed of a UWOFA member, a staff member, an alumni member and a previous recipient of the award. The committee meets several times during the year normally in the latter part of the year (although these dates have varied as this past year it was called in early August) at which time each committee member is asked to review and rank approximately one hundred nominations received university wide for the awards. This past year the review process was done in early autumn, followed with a final meeting to discuss and identify potential award winners. A list of 6-7 individuals or groups of university staffs members are chosen for the award annually.