



UWOFA Meeting of Members Agenda

Tuesday, October 30, 2018
10:00 a.m. to 12 noon
room 3110 (Conron Hall), University College
(snacks will be available)

Call to order and land acknowledgement statement.

1. Approval of the Agenda
2. Approval of Minutes of the Annual Meeting of Members March 21, 2018 **EXHIBIT I**
3. Business Arising
4. President's Report: *D. Belliveau*
5. Treasurer's Report: *M. Loveland*
Presentation of UWOFA's budget for the new fiscal year, November 1, 2018 to October 31, 2019. **EXHIBIT II**
6. Update on Preparations for Librarian and Archivist Negotiations: *J. Weststar & K. Hoffmann*
7. Update on Faculty Negotiations: *J. Tennant & J. Weststar*
8. New Business
9. Adjournment

Minutes
Annual Meeting of Members of UWOFA
Wednesday, March 21, 2018

Speaker: Kim Clark

President: Stephen Pitel

The meeting was held at 11:30 a.m. in Room 36, Law Building. Attendance was according to the Nominal Roll. The Speaker reminded attendees that only members of the Faculty Association were permitted to vote on motions.

K. Hoffmann read the Land Acknowledgement statement.

1. Approval of the Agenda
MOVED: P. Ellis/J. Ciriello

The following change to the Agenda was accepted as a friendly amendment:
Item 7 move to item 12.

That the agenda be approved as amended. **The motion carried unanimously.**

2. Approval of minutes of the October 18, 2017 Meeting of Members
MOVED: K. Hoffmann/D. Belliveau

The motion carried unanimously.

3. Business Arising:

Item 7 from the minutes of October 18, 2017: ninety-two percent of those voting voted in favour of the motion to confirm by-laws 1 through 8 which were adopted by the board of directors on September 5, 2017.

4. Audited Financial Statements: M. Loveland
MOVED: K. Fraser/A. Bigelow

That the membership approve the audited financial statements for the fiscal year ended October 31, 2017.

M. Loveland reviewed the audited financial statements. In 2017 UWOFA changed the year end to October 31 which resulted in a 6 month year of transition. She pointed out that UWOFA's financial position is in good shape. UWOFA has marketable securities of about \$2,000,000 due in the next 12 months or in a cash account to ensure a cash reserve if UWOFA goes on strike later in 2018. The amount spent on legal fees has been high, but this has been coming down. Travel for pay equity was high because some of the dates were during peak periods. The audit fees were higher because of the consultation on UWOFA changing its year-end. UWOFA will not have such a high release time expense going forward because the university is allowing us to accumulate some over the four years. Negotiations is a new expense in the year before negotiations.

The motion carried unanimously.

5. Appointment of the Public Accountant: M. Loveland
MOVED: J. Ciriello/A. Bigelow

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

The motion carried unanimously.

6. Nominations of Directors and Speakers: *A. Bigelow and D. Belliveau*

On behalf of the Nomination Committee, A. Bigelow made the following nominations:

- i) John Ciriello for Vice-President

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

- ii) Michelle Loveland for Treasurer (two year term: July 1, 2018 to June 30, 2020)

Seeing no other nominations, the Speaker declared nominations closed and declared Michelle Loveland acclaimed as Treasurer.

- iii) Sam Trosow for Secretary (one year term: March 21, 2018 to June 30, 2019)

Seeing no other nominations, the Speaker declared nominations closed and declared Sam Trosow acclaimed as Secretary.

Sam Trosow will take office immediately replacing the current Secretary, Hiran Perinpanayagam, who has resigned.

- iv) The following nominees for Designated Faculty Seats (two year term: July 1, 2018 to June 30, 2020):

Education	Gus Riveros
Engineering	Paul Charpentier
Ivey Business School	John Wilson
Law	Jason Neyers
Music	Jonathan DeSouza
Schulich School of Medicine & Dentistry	Les Kalman

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

Education	Gus Rivieros
Engineering	Paul Charpentier
Ivey Business School	John Wilson
Law	Jason Neyers
Music	Jonathan DeSouza
Schulich School of Medicine & Dentistry	Les Kalman

- v) The following nominees for Designated Membership Seat (two year term: July 1, 2018 to June 30, 2020):

Limited Term Membership	Nigmendra Narain
Part-time Membership	Luke Arnott

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

Limited Term Membership	Nigmendra Narain
Part-time Membership	Luke Arnott

- vi) The following nominee for at-large seat Librarian or Archivist Member (two year term: July 1, 2018 to June 30, 2020):

Librarian or Archivist Member

Brian McMillan

Seeing no other nominations, the Speaker declared nominations closed and declared Brian McMillan acclaimed for Librarian or Archivist Member at-large seat.

- vii) The following nominees for at-large seat Full-Time Member (two year term: July 1, 2018 to June 30, 2020):

Full-Time Member

Jim Davies
David Heap

Both Jim Davies and David Heap withdrew their names. The Nomination Committee has identified another interested member, Karen Priestman, and she was nominated. Seeing no other nominations, the Speaker declared nominations closed and declared Karen Priestman acclaimed for Full-Time Member at-large seat.

Due to being nominated as UWOFA Speaker, Kim Clark stepped out of the role of Chair. Ann Bigelow assumed the role of Chair.

- viii) Kim Clark for UWOFA Speaker (one year term)

Seeing no other nominations, the Chair declared nominations closed and declared Kim Clark acclaimed as UWOFA Speaker.

Kim Clark stepped back into the role of Chair.

- ix) Peggy Ellis for UWOFA-LA Speaker (one year term)

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

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

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

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

7. Presentation of the CAUT Dedicated Service Award: *S. Pitel* Presentation to the 2017-18 recipients.

In the fall of 2017 the Executive Committee voted unanimously to nominate the following members for the reasons set out:

Ann Bigelow: Ann has served UWOFA for more than a decade. In 2015 she was awarded the Allan Heinicke Memorial Service award by UWOFA in recognition of her outstanding contributions in financial, technical and policy analysis. She has been instrumental in deconstructing financial information from the university, marshalling evidence in support of salary positions in negotiations, and negotiating collective agreements as a member of the negotiating team. She was the primary

author of "Every Budget is a Choice", a very influential advocacy document. Recently she has served as Vice-President, President and now Past President of UWOFA. Under her leadership UWOFA has moved forward with the hiring of much-needed additional staff and a complete website redesign.

Ann Bigelow accepted the award.

Kathleen Fraser: Kathleen has provided valuable and important service to UWOFA over many years. She was deservedly the inaugural recipient of the Tom Murphy Award for Outstanding Service to UWOFA. She has served as Chief Negotiator and is currently serving as Grievance Officer, managing a complex caseload of arbitrations, grievances and other ongoing disputes. She has been the co-chair of the Committee for Contract Faculty and served on two negotiating teams. On more than one occasion Kathleen has stepped into a role at a time when UWOFA faced a gap in leadership, showing remarkable dedication. Throughout she has been a champion for the rights of contract faculty members.

Kathleen Fraser accepted the award.

Elizabeth Mantz: Liz has served UWOFA in several important ways for more than a decade. She has chaired the Pay Equity Committee, working tirelessly for pay equity for librarians and archivists. She has been a member of two negotiating teams and two contract committees, leading by being thorough and inclusive. She has served as Chief Steward for the Librarians and Archivists bargaining unit. She has been a member of the Executive Committee, the Board of Directors and the Equity Committee. Liz has outstanding organizational skills and a rare talent for technical details.

Elizabeth Mantz accepted the award.

Jeff Tennant: Jeff has served UWOFA in several critical roles. He was Speaker of UWOFA and then served as Vice-President and President. At a time of great need, he took up the challenge of serving as UWOFA's Chief Negotiator and he remains in that important position today. He has led UWOFA in its negotiations with the employer, both in bargaining and day-to-day in Joint Committee. He is patient, calm, respectful and diligent, all of which make him a very effective negotiator. Jeff also chairs OCUFA's collective bargaining committee.

Jeff Tennant accepted the award.

8. Update on Faculty Negotiations: *J. Tennant*

J. Tennant reported that the Board of Directors approved the goals for the upcoming Faculty Collective Agreement negotiations. J. Tennant and Johanna Weststar will present the goals for the upcoming faculty negotiations and provide an update on the negotiation process at the March 28, 2018 faculty bargaining unit meeting.

J. Tennant and J. Weststar, along with other members of the CBC, have been meeting with members face-to-face. They asked for 10 minutes at department or school meetings to discuss the bargaining timeline, what emerged from the results of surveys and conversations, the draft mandate and list of goals. These meetings worked well for mobilizing members.

Cindy Cossar-Jones, J. Tennant, and J. Weststar met with the Director of Faculty Relations, Laurie Arnott, and the Vice-Provost, Karen Campbell, to have a dialogue in advance of the conversations at the bargaining table. Two points have emerged for further discussion: the evaluation of teaching and the creation of a continuing teaching appointment. Both UWOFA and

the employer will meet before the start of negotiations to deal with housekeeping issues and bargaining protocol.

The Negotiating Committee aims to book bargaining dates in mid-May to mid-July.

9. Annual Committee and Representative Reports

Questions were welcomed on any of the annual reports presented in Exhibit VI.

The President thanked the committees for their written reports and the members who served on the various committees.

10. President's Report: *S. Pitel*

The President reported the following:

Preparations for Negotiations: This work has dominated the past two months. An update has been provided by the Chief Negotiator earlier in the meeting. The goals will be presented to a meeting of the faculty bargaining unit on March 28, 2018 with an online vote to follow. The President thanked Jeff Tennant, Johanna Weststar and Cindy Cossar-Jones for their leadership on this process.

Intellectual Property Policy: The Board of Governors intends, in April 2018, to enact a new policy on intellectual property. UWOFA was able to get some changes made but it still has concerns. UWOFA circulated an open letter to all members of Senate early in 2018. Senate has only an advisory role but it has been debating the policy, and in March it passed a motion supporting the central position we advanced. In early April UWOFA will again advise the Board of Governors of its concerns.

Communications: UWOFA launched a new website in December 2017 and a colourful poster campaign in March 2018. Two issues of Faculty Times have been produced and distributed for the first time in several years. Our Twitter and Facebook feeds have been quite active. The President thanked Vanessa Brown for all her efforts in these areas.

Scholarship Reception: This annual event was held December 6, 2017 in the Great Hall. The staff did a terrific job organizing it. It would have been nice if more of the student winners had attended, as about one-third were absent, but it is a busy time of year.

Internal Advocacy: We have raised the need for detailed financial information about not just the operating budget but also the capital funds. The administration has acknowledged that it should be providing such information. It is proposing that Lynn Logan will prepare a presentation to address this issue.

We have been active raising concerns about issues of personal security and physical safety on campus and of management of disease control at Animal Care and Veterinary Services.

We have confirmation that all our members qualify for a long-service award after 25 years of service and that the years need not be consecutive. This should benefit our contract faculty members.

We are currently supporting PSAC Local 610 in its collective bargaining with the University on behalf of Graduate Teaching Assistants. Information about this was distributed to members this morning.

External Advocacy: We met during the year with both federal MPs in Ottawa and provincial MPPs in Toronto to lobby them on various issues. For the former we focused on support for research and maintaining fair dealing. For the latter we focused on increasing funding for post-secondary education and addressing precarious work on campuses.

We participated in the March 9, 2018, International Women's Day Breakfast to benefit the London Abused Women's Centre.

We are still working out our possible role in the review of the Copyright Act and in the upcoming provincial election.

Comments on Strategic Mandate Agreement 2.0: UWOFA provided written comments on Western's SMA 2.0 to the President and Provost. The Provost indicated that these would be kept

on file for consideration when SMA 3.0 comes around (in 2020) but did not otherwise engage with the comments. UWOFA made its comments public and this has generated some positive member feedback.

Employee Update: The Executive Committee converted the part-time position of Administrative Assistant to a full-time position, which continues to be held by Conan Masterson.

On behalf of all members of UWOFA, the President publicly thanked our five employees for all of the hard work they do to enable UWOFA to serve its members.

Awards: Tess Hooks received the Bernice Schrank award for her work as our Grievance Officer for many years. UWOFA is very proud of Tess and grateful to CAUT for acknowledging her.

Twentieth Anniversary Event: This spring is the 20th anniversary of faculty certification as a union, a major milestone in UWOFA's history. We are having a casual social event on April 12, 2018 at the Wave. There is a sign-up link on our website so we can track numbers.

D. Belliveau thanked S. Pitel for his work as President.

11. **New Business:** S. Pitel reminded members that UWOFA is engaged in supporting CUPE 3903.

12. **Presentation of the Tom Murphy Memorial Award for Outstanding Service to UWOFA:**

S. Pitel

Presentation to the 2018 recipient, Jamie Johnston.

The Tom Murphy Memorial Award for Outstanding Service to UWOFA was established in honour of the late Tom Murphy. Tom was a long-standing contract faculty member in the Department of Sociology who was involved in UWOFA since certification in 1998, serving as a director for four terms, as a member of the executive committee, and as a member of the Policy and Governance Committee. Tom also served UWOFA in other ways, notably as UWOFA's representative on the Parking Appeals Committee. Perhaps most importantly, Tom was a long-standing member and co-chair of the Committee for Contract Faculty. This award recognizes the exemplary hard work and commitment of a contract faculty member to the work of UWOFA.

Dr. James W. Johnston: Jamie has been at Western University since 2007, first as a part-time member and more recently as a limited-term member. He has been involved with UWOFA since 2010. He served on the Negotiating Team for the 2014-18 Faculty Collective Agreement. In that role he worked extensively on a proposal for a continuing teaching appointment, researching what other universities had implemented in this area. He is now serving on the Negotiating Committee for the next Faculty Collective Agreement. Colleagues have praised his skill at developing contract language and his advocacy on behalf of those in precarious employment. In addition, he has served on the Board of Directors and the Executive Committee and he has been UWOFA's representative in the English department. This is a remarkable level of commitment, especially during the time he was a part-time member. In 2017 he was awarded the CAUT Dedicated Service Award. He is a very worthy recipient of the Tom Murphy Memorial Award.

Jamie Johnston was not present at the time of the meeting but accepted the award shortly after the meeting adjourned.

13. **Adjournment:**

MOVED: V. Nolte/D. Heap

That the meeting adjourn. In the absence of any objection, **motion carried** (1:05 p.m.).

UWOFA Budget for the fiscal year November 1, 2018 to October 31, 2019

Revenue

Membership Dues	\$	1,878,439
Supplementary Out-of-Country Medical Insurance		49,640
Interest Revenue - Operating Funds		700
Interest Revenue - CB and G Reserve Fund		60,000
Total Revenue		1,988,779

Set Asides

UWOFA Scholarship		35,000
Supplementary Out-of-Country Medical Insurance		49,733
Transfer to Post Employment Benefit Fund		50,000
Transfer to CB and G Reserve Fund		36,000
Interest Revenue on CB and G Reserve Fund		60,000
Total Set Asides	\$	230,733

Dues Expense

CAUT		242,259
OCUFA		242,259
CAUT Defence Fund		93,588
Total Dues	\$	578,105

Net Local Revenue

\$ 1,179,941

Operating Expenses

Payroll Expense

Wages and Salaries		386,000
Employee Benefits		106,000
UWO Administration Service Fee		1,000
Release Time - Regular		62,300
Release Time - Negotiating		97,900
Honoraria		3,750
Total Payroll Expense	\$	656,950

General and Administrative Expenses

Audit		7,400
Legal and Arbitration		300,000
Printing and Postage		9,400
Meetings		10,000
Insurance		4,500
Bank Charges		230
Office Supplies		9,300
Office Equipment		13,300
Appreciation Fund		8,300
Cloud Storage - Western		360
Parking		1,440
Computer Software Maintenance Fee		400

Website Hosting	3,660
Website Design and Maintenance	4,000
Database	2,500
Database Server	1,310
Repair and Maintenance	3,500
Telephone	3,300
Receptions	6,000
Travel	20,000
Advertising	200
Negotiations	3,000
Strike Preparations	16,000
Rental and Cleaning	13,500
External Solidarity and Donations	10,000
CCF Fund for Research and Professional Development	5,000
Grad Club Membership	21,010
Donation to Scholars at Risk program	10,000
Donation to A. Heinicke Service Award	2,000
Donation to T. Murphy Service Award (to be awarded in 2020)	-
Staff Development	1,000
Total General and Administrative Expenses	\$ 490,610
Total Operating Expenses	\$ 1,147,560
Surplus/Deficit	\$ 32,381