



## UWOFA Meeting of Members Agenda

**Thursday, November 14, 2019**

**1:30 to 3:30 p.m.**

**Weldon Library, room 258**

(pizza 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 25, 2019 **EXHIBIT I**
3. Business Arising
4. President's Report: *J. Ciriello*
5. Treasurer's Report: *M. Loveland*  
Presentation of UWOFA's budget for the new fiscal year, November 1, 2019 to October 31, 2020. **EXHIBIT II**
6. Nomination of Treasurer: *D. Belliveau & B. MacDougall-Shackleton*  
*Michelle Loveland has given notice of resignation as treasurer and director as of December 31, 2019. Under clause 5.08 (2) of by-law 1 a new treasurer is to be chosen by the members for the remainder of the current term (January 1 to June 30, 2020).*  
  
Nominee: Barry Hawn
7. Update on Librarian and Archivist Negotiations: *J. Weststar & K. Hoffmann*
8. New Business
9. Adjournment

Minutes  
Annual Meeting of Members of UWOFA  
March 25, 2019

Speaker: Kim Clark

President: Dan Belliveau

The meeting was held at 12:00 p.m. in Room 204, Talbot College. Attendance was according to the Nominal Roll. The Speaker reminded attendees that only members of the Faculty Association were permitted to vote on motions.

D. Belliveau read the Land Acknowledgement statement.

1. **Approval of the Agenda**

**MOVED:** K. Hoffmann/V. Nolte  
That the agenda be adopted.

**The motion carried unanimously.**

2. **Approval of Minutes of the Meeting of Members of October 30, 2018**

**MOVED:** S. Trosow/J. Ciriello  
That the minutes from the October 30, 2018 meeting of members be approved.

**The motion carried unanimously.**

3. **Business Arising**

There was no new business arising from the October 30, 2018 meeting.

4. **President's Report: D. Belliveau**

**UWOFA Collective Agreement 2018-2022:** Members of our Negotiating Team are working to finalize our new Collective Agreement. The final wording of the negotiated agreement took some negotiating with the Employer. However, the new Collective Agreement is very close to complete and we expect the editing process to be done by the end of April. D. Belliveau thanked Jeff Tennant, Johanna Weststar, Kristin Hoffman, Ann Bigelow and Jamie Johnston for their tremendous efforts in finalizing the contract language.

**Defending Collective Bargaining:** There has been a great deal of activity with our sister associations across the country. Three Faculty Associations have been involved in negotiations. The University of Ontario Institute of Technology Faculty Association reached an agreement on February 23, 2019. UWOFA sent a letter to the UOIT Board of Governors encouraging continued negotiations and arriving at a fair and equitable agreement.

The Faculty Union of Nova Scotia College of Art and Design was on strike from March 1, 2019 to March 12, 2019. UWOFA donated \$1,500 in support of striking faculty. UWOFA sent a letter to the NSCAD Board of Governors in advance of the strike, insisting that they bargain in good faith and address the concerns raised by the Faculty Union.

The Mount Royal Faculty Association reached an agreement effective from July 1, 2018 to June 30, 2020.

**Supporting Contract Faculty:** UWOFA created a fund of \$5,000 that is targeted for Limited-Term and Part-Time faculty members (split evenly) to support professional development activities, academic conferences and research. Applications from contract faculty colleagues are due on Friday April 26, 2019. A notice to all contract faculty will be going out.

**Provide Student Scholarships:** UWOFA's annual scholarship reception was held on December 5, 2018. The reception was well-attended by recipients and their families. The Scholarships started in 1971 and UWOFA is one of very few Associations in Canada to fund such scholarships. The Board of Directors approved an increase in the value of the scholarships from \$1,000 to \$1,250 and to add two additional scholarships, one to Schulich for their

IMS/Neuroscience program and one to Ivey School of Business. This brings the total number of scholarships to 38.

**Mobilize in our Community:** UWOFAs has been actively supporting our graduate and undergraduate students in their protests against the changes to OSAP and to ancillary student fees introduced by the provincial government. UWOFAs is working with our student groups to support them where their right to free speech and assembly is being threatened. The decision by the Progressive Conservative government to make ancillary fees optional puts at risk the ability for student organizations to offer walk-safe programs, peer support groups, food programs and other essential services that are delivered as a benefit.

UWOFAs participated in the International Women's Day Breakfast on Friday March 8, 2019 at the London Convention Centre.

**5. Audited Financial Statements: M. Loveland**

**MOVED:** M. Loveland/B. MacDougall-Shackleton

That the membership approve the audited financial statements for the fiscal year ended October 31, 2018 as presented.

M. Loveland reviewed the audited financial statements for 2017-18 November to October fiscal year. The audited statements represent UWOFAs's first 12 months with a fiscal year end of October 31.

**The motion carried unanimously.**

**6. Appointment of the Public Accountant: M. Loveland**

**MOVED:** M. Loveland/K. Hoffmann

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

**The motion carried unanimously.**

**7. Nominations of Directors and Speakers: S. Pitel and J. Ciriello**

On behalf of the Nomination Committee, S. Pitel made the following nominations:

- i) Beth MacDougall-Shackleton for Vice-President

Seeing no other nominations, the Speaker declared nominations closed and declared Beth MacDougall-Shackleton acclaimed as Vice-President.

- ii) Vicki Olds for Secretary

Seeing no other nominations, the Speaker declared nominations closed and declared Vicki Olds acclaimed as Secretary.

- iii) The following nominees for Designated Faculty Seats (two year term: July 1, 2019 to June 30, 2021):

Arts & Humanities	Erica Lawson
Information & Media Studies	John Reed
Health Sciences	Harry Prapavessis
Science	Felix Lee
Social Science	Johanna Weststar

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

Arts & Humanities	Erica Lawson
Information & Media Studies	John Reed

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|--|-----------------|-------------------|
|  | Health Sciences | Harry Prapavessis |
|  | Science         | Felix Lee         |
|  | Social Science  | Johanna Weststar  |
- iv) The following nominee for Designated Faculty Seat (one year term: July 1, 2019 to June 30, 2020):

Music	Ed Goehring
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Seeing no other nominations, the Speaker declared nominations closed and declared Ed Goehring acclaimed for Designated Faculty Seat.

- v) The following nominee for Designated Membership Seat (two year term: July 1, 2019 to June 30, 2021):

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

- vi) The following nominee for Designated Membership Seat (one year term: July 1, 2019 to June 30, 2020):

Limited-Term Membership	Jamie Johnston
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Seeing no other nominations, the Speaker declared nominations closed and declared Jamie Johnston acclaimed for Designated Membership Seat.

- vii) The following nominees for At-large Seats (two year term: July 1, 2019 to June 30, 2021, one seat must be filled by a Part-Time Member):

Part-Time Member	Natalie Pietrzak-Renaud
Full-Time Member	Kim Verwaayen
Full-Time Member	Ben Rubin

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

Part-Time Member	Natalie Pietrzak-Renaud
Full-Time Member	Kim Verwaayen
Full-Time Member	Ben Rubin

- viii) The following nominee for At-large Seat (one year term: July 1, 2019 to June 30, 2020):

Full-Time Member	Marc Joannis
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Seeing no other nominations, the Speaker declared nominations closed and declared Marc Joannis acclaimed for At-large Seat.

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

- ix) 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.

- x) 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.

- xi) 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.

- 8. Revisions to By-law No. 5 (Faculty Representatives Council): *S. Pitel*

**MOVED:** S. Pitel/J. Ciriello

That By-law No. 5 be amended as presented in EXHIBIT IV.

The revisions address the structure of the Faculty Representatives Council by making it more distinct from the Board.

**The motion carried unanimously.**

- 9. **Discussion: UWOFA's continued involvement in the Scholars at Risk program:** *S. Pitel*

Note: Donations in excess of \$2,500, whether comprised of only one donation or a series of donations within a one-year period, to support a single organization or individual must be approved by the Members by electronic ballot.

In 2016 UWOFA committed \$10,000 each year for three years to Western Scholars at Risk Program. The Board of Directors supports renewing the donation and the importance of the program. The contribution UWOFA makes goes directly to funding the salaries of the Scholars at Risk who come to Western University.

- 10. **Presentation of the Allan Heinicke Memorial Service Award:** *J. Ciriello*

Presentation to the 2019 recipient, Daniel Belliveau (Health Studies)

The Allan Heinicke Memorial Service Award was established in honour of the late Allan Heinicke, a former Chair and President of UWOFA. Later in his time with UWOFA he became a financial, technical and policy analyst. This award was developed to honour and recognize outstanding service and achievement in financial, technical and policy development or analysis supporting UWOFA's aims.

The award this year is being presented to Associate Professor Dan Belliveau of the Faculty of Health Sciences.

As his several nominators stress, Dan is worthy of recognition for each of the specified criteria for this award. Of particular note is the contribution he has made as a member and as chair of UWOFA's Pension and Benefits Committee. His technical, policy and financial analysis has been invaluable, covering pension and retirement structures, health and dental benefit issues, and provisions for contract faculty members. He has facilitated a close cooperation with UWOFA's Salary Committee, and this connection has improved the analysis and development of proposals in areas where salary and benefits issues need to be coordinated, such as in the development of phased retirement provisions.

Not only did Dan's work inform UWOFAs negotiations: he was himself heavily involved in handling pension and benefits issues at the negotiating table in 2010 and 2014, serving on both of these Negotiating Committees and as Deputy Chief Negotiator for the latter. He has negotiated for increases to the Professional Expense Reimbursement fund, the introduction of the Wellness Spending Account, and the creation of flex credits. These have been of considerable benefit to UWOFAs members. His analysis was also used to negotiate an increase in pension contributions for members after their twentieth year of service, a significant gain.

On a personal level, Dan's nominators praise his exceptional attention to detail, calm demeanor, and ability to remain rational during emotionally charged exchanges. He is a worthy recipient of the Allan Heinicke Memorial Service Award.

J. Ciriello presented the award to Dan Belliveau.

D. Belliveau thanked the nominators and UWOFAs Members.

**11. Presentation of the CAUT Dedicated Service Award: D. Belliveau**  
Presentation to the 2018-19 recipients

In the fall of 2018 the Executive Committee voted unanimously to nominate the following members for the reason set out:

Alison Hearn: Alison Hearn has been serving UWOFAs in various capacities since 2010. She served as a member of the Communications Committee from 2010 to 2012. In 2011 she began serving as a member of the UWOFAs Board of Directors representing the Faculty of Information and Media Studies. In 2013 Alison began serving her three-year Presidential term, serving as Vice-President, President and Past President. Six months into her Vice-President term Alison moved into the role of President. She handled this early transition to President with skill and confidence. While serving as President Alison was instrumental with bringing the issue of President Chakma's double payment to light. More recently she served as the Communications Committee chair during the almost faculty strike.

Alison Hearn accepted the award.

Kristin Hoffmann: Kristin Hoffmann is a librarian who has been serving UWOFAs in various capacities since 2007. Kristin served as the librarian and archivist member of the UWOFAs Board of Directors 2007 to 2009. She served as the Speaker for the librarians and archivists membership from 2009 to 2013. In 2014 she became the first librarian to serve as Vice-President, President and Past President. In 2017 she was selected by the UWOFAs Board of Directors to be the first librarian to serve on the Faculty Negotiating Committee. In 2018 she began serving as the Deputy Chief Negotiator on the Librarians and Archivists Negotiating Committee.

Kristin Hoffmann accepted the award.

James Compton: James Compton has been serving UWOFAs in various capacities since 2004. He served as a member of the UWOFAs Board from 2004 to 2007. In 2009 James began his three year Presidential term, serving as Vice-President, President and Past President. During his presidency year in 2010, negotiations were mired by radical employer proposals that led UWOFAs to the brink of a strike. He has also served as an ongoing member of UWOFAs Communications Committee.

James Compton was not in attendance to accept the award in person.

John Costella: John Costella is a librarian who has been serving UWOFA in various capacities since 2015. In 2015 John served on the Librarian and Archivist Negotiating Committee. When negotiations completed he was appointed as the Librarian and Archivists member of the UWOFA/UWO Joint Committee. He served as a member of the Board of Directors from 2016 to 2018. More recently John began serving as a member of the Librarians and Archivists Collective Bargaining Committee in preparation for the 2019 negotiations.

John Costella accepted the award.

**12. Update on Faculty Negotiations: *J. Tennant and J. Weststar***

J. Weststar provided an update on negotiations. The Collective Agreement is still being finalized. The aim is to have the editing process completed by the end of April.

J. Weststar encouraged UWOFA Members to share any concerns about how the new Collective Agreement is being interpreted.

**13. Update on Librarian and Archivist Negotiations: *J. Weststar and K. Hoffmann***

J. Weststar provided an update on negotiations. Sam Trosow was elected to the Board of Governors and had to be replaced on the Negotiating Committee. Brian McMillan has replaced S. Trosow on the Negotiating Committee and Elizabeth Mantz has replaced B. McMillan on the Collective Bargaining Committee. The negotiating goals were approved by the Board of Directors on March 20, 2019 and the goals will be presented at the April 1, 2019 Librarians and Archivists Bargaining Unit meeting. Some of the key issues for librarians and archivists are fair compensation, increasing flex credits, and governance and professionalization. UWOFA will give notice to bargain likely in the first week of April.

The March 2019 Faculty Times addresses librarians and archivists issues as they head into negotiations.

**14. Annual Committee and Representative Reports**

Questions were welcomed on any of the annual reports.

The membership expressed concern over the possible change to the service provider of the Employee Assistance Plan.

**15. New Business**

Stephen Pitel was thanked for his years of service to UWOFA.

Dan Belliveau was thanked for his service as President for UWOFA.

**16. Adjournment:**

**MOVED:** M. Loveland/V. Nolte

That the meeting adjourn. In the absence of any objection, **motion carried** (1:43 p.m.).

**UWOFA Proposed Budget - For the fiscal year November 1, 2019 to October 31, 2020**

**Revenue**

Membership Dues	\$	1,943,603
Supplementary Out-of-Country Medical Insurance		49,640
Interest Revenue - Operating Funds		2,000
Interest Revenue - CB and G Reserve Fund		130,000
<b>Total Revenue</b>		<b>2,125,243</b>

**Set Asides**

UWOFA Scholarship		46,250
Supplementary Out-of-Country Medical Insurance		49,733
Transfer to Post Employment Benefit Fund		100,000
Transfer to Reserve Fund		100,000
Interest Revenue on CB and G Reserve Fund		130,000
<b>Total Set Asides</b>	<b>\$</b>	<b>425,983</b>

**Dues Expense**

CAUT		245,688
OCUFA		252,174
CAUT Defence Fund		95,073
<b>Total Dues</b>	<b>\$</b>	<b>592,935</b>

**Net Local Revenue**

**\$ 1,106,325**

**Operating Expenses**

**Payroll Expense**

Wages and Salaries		396,500
Employee Benefits		108,400
UWO Administration Service Fee		1,000
Release Time - Regular		41,236
Release Time - Negotiating		83,752
Honoraria		11,750
<b>Total Payroll Expense</b>	<b>\$</b>	<b>642,638</b>

**General and Administrative Expenses**

Audit		7,400
Legal and Arbitration		250,000
Printing and Postage		9,400
Meetings		14,000
Insurance		4,500
Bank Charges		230
Office Supplies		9,300
Office Equipment		7,000
Appreciation Fund		12,400
Cloud Storage - Western		400
Parking		3,400



Computer Software Maintenance Fee	400
Website Hosting	5,500
Website Design and Maintenance	5,000
Database	3,000
Database Server	1,350
Repair and Maintenance	500
Telephone	3,300
Receptions	6,000
Travel	21,000
Advertising	200
Negotiations	1,000
Strike Preparations	15,000
Rental and Cleaning	14,250
External Solidarity and Donations	10,000
CCF Fund for Research and Professional Development	5,000
Grad Club Membership	21,100
Donation to Scholars at Risk program	10,000
Donation to A. Heinicke Service Award (to be awarded in 2021)	-
Donation to T. Murphy Service Award	1,000
Staff Development	1,000
<b>Total General and Administrative Expenses</b>	<b>\$ 442,630</b>
<b>Total Operating Expenses</b>	<b>\$ 1,085,268</b>
<b>Surplus/Deficit</b>	<b>\$ 21,057</b>