

UTFA Council Agenda

Thursday, February 18, 2021

3:00 – 5:00 p.m.

Zoom

1. Approval of the Agenda
2. Minutes of the Previous Meeting
 - a. January 19, 2021 *
3. Business Arising
 - a. From the Minutes of Council
 - b. From the Minutes of the Executive Committee
 - i. December 4, 2020 *
 - ii. January 8, 2021 *
 - iii. January 29, 2021 *
4. Introduction of new Council members (5 min)
 - a. Simon Darnell - Constituency #702, Physical Education & Kinesiology
 - b. Erica Kim – Constituency # 708, Architecture, Landscape & Design, Forestry
 - c. Nasim Niknafs – Constituency #701, Music
 - d. Susan Wagner – Constituency #501, Rehabilitation Science; Occupational Science & Occupational Therapy; Speech-Language Pathology
5. Report of Chair of the Membership Committee (15 min)
 - a. New Council member's orientation (with K. Johnson)
 - b. New hire event (with M. Attridge)
 - c. Upcoming AGM (with T. Zorić)
 - i. Proposed date – April 27, 2021 3:00 p.m. – 5:00 p.m.
 - ii. Focus
 - d. Idea: 50th anniversary of modern UTFA (with T. Zorić)
6. Report of the President (45 min)
 - a. Donation in memory of James (Jim) McDonald (Goldblatt Partners) – executive motion*
 - b. Constituency meetings (with J. Nogami)
 - c. TTC – Scarborough RT deputation
 - d. Laurentian University Financial Crisis
 - e. Scheduling of Anti-Racism and Anti-Semitism Discussion

Policy Advocacy with Administration (in camera)

- f. Workload Policy Update Compliance
- g. Faculty Office Space
- h. Health and Safety
 - i. Summer and Fall semester
 - ii. Asbestos
 - iii. COVID – 19
- i. Chair of GRP Mediation (with B. McDonagh)
- j. Association Grievances
 - i. Outstanding admin replies
 - ii. Faculty of Law Controversy update
 - iii. Academic Continuity update
- Other matters
- k. OCUFA Service Award
 - i. Nomination of C Messenger
- l. Executive Release Funds Allocation Approval– executive motion*
- m. Grievance Protocols Working Group
 - i. Addition of H. Sonne de Torrens – executive motion*

- 7. Timed Break: 4:00 p.m. (5 min)
- 8. Report of the Vice-President, Grievances (15 min)
 - a. Administration position re: without prejudice grievance replies (with T. Zorić)
 - b. Representation and UTFA membership
 - c. Uninsured medical note costs for members
- 9. Report of the Vice-President, Salary, Benefits, Pensions, and Workload (15 min)
 - a. SBPW Bargaining update (with T. Zorić)
 - b. St. Michael's Bargaining update (with M. O'Connor & H. Sonne de Torrens)
 - c. Update on Policies for Librarians Negotiation (with K. Scheaffer)
- 10. Report of the Treasurer (5 min)
 - a. Variance Report*
 - b. Investment Account Update
- 11. Report of the Chair of the Librarians Committee (5 min)
 - a. Update on February Fora
 - b. Librarian search concerns
- 12. Report of the Chair of the Nominating Committee (5 min) (J. Nogami)
 - a. Update and next steps
- 13. Report of the Chair of the Retired Members Committee (5 min)
 - a. Nomination to CURAC Tribute Award for Kent Weaver * (Written Report)
- 14. Other Business
 - a. Winter Term Council Meetings – 3:00 p.m. – 5:00 p.m.
 - i. Tuesday March 23
 - ii. Tuesday April 20

- iii. Tuesday May 18
- iv. Wednesday June 23

15. Adjournment

* materials attached



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UTFA Council Minutes

Tuesday, January 19, 2021

3:00 – 5:00 p.m.

Zoom

-
- Executive:** K. Adamson, M. Attridge, K. Banning, A. Braun, A. Giacca, R. Gillis, J. Macdonald, B. McDonagh, J. Nogami, D. Roberts, S. Rupp, H. Sonne de Torrens, T. Zorić
- Present:** V. Arora, E. Barbeau, C.H. Chen, L. Chen, E. Comelli, G. de Souza, M. Dubber, A. Fenner, E. Fillion, D. Gastaldo, W. Ghobriel, G. Grasselli, C. Guberman, M.A. Guttman, R. Helms-Park, A. Hojatollah Taleghani, J. Jenkins, A. Keith, W. Kemble, T. Kirsch, R. Kluger, R. Kwong, R. Levine, C. Messenger, F. Murnaghan, M. O'Connor, M. Peski, J. Poë, H. Rodd, S. Ruddick, K. Scheaffer, A. Siddiqi, M. Spence, M. Vieta, K. Weaver, N. Wiseman, Z. Zhang, A. Zilman
- Regrets:** M. Stapleton, L. Stewart Rose
- Absent:** R. Gomez, P. Gries, A. White
- Also present:** H. Diggle (Counsel)
M. Horban (Business Officer)
K. Johnson (Executive Director)
H. Mackenzie (UPP Board of Trustees)
C. Penn (Notes and Administrative Assistant)
S. Olexson (Counsel)
D. Puscas (Communications Officer)
J. Thiessen (Executive Assistant)

T. Zoric called the meeting to order at 3:03 p.m.

1. Land Acknowledgement

T. Zoric read the land acknowledgement statement:

We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunee, the Métis, and most recently, the territory of the Mississaugas of the Credit First Nation.

The territory is the subject of the Dish With One Spoon Wampum Belt Covenant, an agreement between the Iroquois Confederacy and the Ojibwe and allied nations to peaceably share and care for the resources around the Great Lakes.

This territory is also covered by the Upper Canada Treaties.

Today, the meeting place of Toronto (from the Haudenosaunee word Tkaraonto) is still the home to many Indigenous people from across Turtle Island, and we are grateful to have the opportunity to work in this territory.

D. Roberts assumed the chair as item 4 was moved to the top of the agenda.

2. Approval of the Agenda

Motion by M.A. Guttman, seconded by K. Adamson, that the agenda be approved as amended.
Carried.

3. Council voting processes

T. Zoric said that some Council members have made suggestions of how to improve Council meetings. Voting and other processes, including for Zoom meetings, must comply with the Constitution and Bylaws while being efficient and fair. Then, when those are silent, align with Robert's Rules of Order.

T. Zoric outlined the processes for being placed onto the speakers list and for voting. Members may request a roll call vote or a secret ballot vote on any motion. A roll call vote on any motion will be conducted without a vote or debate upon request. A secret ballot may only be conducted for executive elections (as per the bylaws) or following a separate successful motion to conduct a secret ballot on a specific motion.

The members discussed Council's options for voting by Zoom.

4. Approval of the Speaker * (Executive motion) (5 min)

T. Zoric reported that the Speaker of Council resigned after the last meeting. The Constitution and Bylaws allow her to chair when there is no Speaker, but she recommends that a Council Speaker should be appointed. She cited Article 4.7 of the Constitution and Article 3.8 of the Bylaws on the chairing of Council and Executive meetings. She noted that R. Riendeau was affirmed by a show of hands at Council and that the term of the Speaker goes to the end of June.

Motion: The Executive Committee recommends to Council that David Roberts be the Speaker of Council until the September 2021 Council meeting.

The members discussed whether D. Roberts could act as Speaker while still Chair of the Teaching

Stream Committee.

It was noted that executive members have frequently chaired council meetings in the past.

D. Roberts said that he could reserve the right to give a Teaching Stream Committee report and engage in debate about his committee and its work while someone else would chair. Few contentious issues come through his committee, and his voice is not likely to be the deciding one on issues. He noted that he will no longer be chair of the teaching stream committee as of June 30, 2021.

Carried.

D. Roberts assumed the chair.

5. Minutes of the Previous Meeting

a. December 15, 2020 *

Motion by J. Nogami, seconded by K. Adamson, that the December 15, 2020 Council minutes be approved as amended. **Carried.**

6. Business Arising

a. From the Minutes of Council

There was no business arising from the minutes of Council.

b. From the Minutes of the Executive Committee

- i. December 4, 2020
- ii. December 14, 2020 *

There was no business arising from the minutes of the Executive Committee.

7. Introduction of new Council members (5 min)

D. Robertson introduced the new members of Council.

- a. Paul Gries - Constituency #117, Computer Science; Statistics
- b. Rafael Gomez – Constituency #121, University College, Woodsworth College, School of Graduate Studies
- c. Tanya Kirsch - Constituency #201, UTM – Management
- d. Raymond Kwong – Constituency #403 - Electrical & Computer Engineering
- e. Zhaolei Zhang - Constituency #504, Donnelly Centre for Cellular and Biomolecular Research; Biochemistry; Molecular Genetics and Immunology
- f. Grace de Souza - Constituency #703, Faculty of Dentistry
- g. Vinita Arora - Constituency #709, Faculty of Pharmacy
- h. Michelle Spence - Constituency #801, Librarians - replacing Vicki Skelton while she is on leave (Subject to approval by Council)

Motion by H. Sonne de Torrens, seconded by K. Adamson, that Michelle Spence replace V. Skelton while she is on leave. **Carried.**

8. Report of the Vice-President, Salary, Benefits, Pensions, and Workload (30 min)a. July 1, 2020 PTR update * (with T Zorić)

J. Nogami updated the members on events after UTFA sent out its request for members to sign the petition on PTR and on the Administration's contacting UTFA with an offer.

Motion by J. Nogami, seconded by K. Adamson, that the meeting go in camera. **Carried.**

b. SBPW Bargaining update (with T. Zorić)c. Constituency meetings (with T. Zorić)d. St. Michael's Bargaining update (with M. O'Connor & H. Sonne de Torrens)

Motion by M. Peski, seconded by K. Adamson, to return to the regular meeting. **Carried.**

9. Report of the President (50 min)a. Upcoming AGM

T. Zoric said that because of COVID-19 and questions about whether it was possible to have an AGM by Zoom, the April 2020 AGM was postponed to October. She recommended that, in keeping with the Constitution and Bylaws, we return to having the AGM in April in 2021, possibly in the last week.

b. Council orientation and related matters

T. Zoric said the Council standing and other Committees provide a forum for the exploration of issues and the development of recommendations to go to Executive and Council. About one-third of Council members are new and have not sat on any committees. In keeping with UTFA's policy all Council Members are encouraged to sign up to one committee or more.

T. Zoric said that outreach to members should take place on an ongoing basis, but present negotiations offer a key opportunity for engagement. Over 750 members signed the PTR petition in only a few days.

K. Adamson noted that outreach is part of the core mandate of the Membership Committee but it is not its responsibility alone. He encouraged Council members to set up constituency meetings, in which the UTFA leadership becomes visible, and members hear about issues from UTFA instead of the Administration and can ask questions.

K. Adamson said that a Council orientation would help new Council members understand UTFA's governing structure, the role of Council and Council members, and how important UTFA is to UofT.

c. CAUT Presentation on UTFA's Successful Media Campaign

T. Zoric reported that CAUT invited her to give a presentation on the successful media campaign on health and safety. UTFA received praise and thanks for this work from faculty associations across the country.

d. Central Health and Safetyi. Asbestos

T. Zoric said that work is ongoing to resolve the outstanding issues on asbestos. She is grateful for the support of health and safety experts who are our members – Jeff Siegel from Civil Engineering,

and Paul Bozek and James Scott from Dalla Lana School of Public Health.

ii. COVID-19

T. Zoric said that the next meeting will take place at the end of January.

iii. “Ask an Expert” website idea

T. Zoric said that we are looking at having an “Ask an Expert” section on the UTFa website. Suggestions include having short videos on issues around health and safety that concern our members, e.g., on airborne denialism.

e. Nominating Committee* (Executive motion)

i. Recommendation to Council

T. Zoric said the Executive is suggesting the names of four members who have agreed to stand as a slate for the 2021 Nominating Committee. Each has served on past Nominating Committees. Efforts were made to balance streams, campuses, discipline, and racial and gender diversity. The slate has no member from UTSC, but Rena Helms-Park has agreed to stand for the fifth position.

Motion: In keeping with our Constitution and By-laws, the UTFa Executive Committee suggests to Council the following slate of four names for membership in the 2021 Nominating Committee: Alison Keith, Jun Nogami, Azita Taleghani, Kent Weaver. **Carried.**

ii. Election of fifth member

D. Roberts noted that Council must elect a fifth member of the Nominating Committee.

Motion by T. Zoric, seconded by K. Adamson, that Rena Helms-Park be the fifth member of the Nominating Committee. **Carried.**

T. Zoric thanked all those who agreed to serve.

Motion by T. Zoric, seconded by K. Adamson, to go in camera. **Carried.**

f. Chair of GRP Mediation (with B. McDonagh)

g. Other Association grievances

- i. Greek Patristics (with M. O'Connor) (not successful)
- ii. SET's/SCE's (with S. Rupp)
- iii. Divisional Guidelines (with S. Rupp, D. Roberts, and K. Banning) She is co-leading but others are participating)
- iv. COVID-19 & Health and Safety
- v. COVID-19 & Workload/Accommodation
- vi. Salary Discrimination
- vii. Pay Equity
- viii. USMC Human Rights
- ix. Faculty of Law Hiring Controversy
- x. Shuttle Bus (not yet filed)
- xi. Academic Continuity (not yet filed)
- xii. PTR (not filed)

Motion by T. Zoric, seconded by K. Adamson, to return to the regular meeting. **Carried.**

Motion by T. Zoric, seconded by K. Adamson, to extend the meeting by 15 minutes. **Carried.**

h. Grievance Protocols Working Group * (Executive motion)

T. Zoric provided some background on past discussions and motions of Council. She then introduced a motion from the Executive Committee.

Motion: The Executive Committee recommends to Council that T. Zoric and B. McDonagh co-chair and J. Nogami and M. A. Guttman be members of a grievance protocols working group to investigate the approaches of other Faculty Associations to Association or Policy grievances and submit a report with recommendations to Executive and then Council at or before the March Council meeting.

Motion by M. Peški, seconded by A. Zilman, to make the following friendly amendments: (1) to add Judith Poë to the members of this committee and (2) in the terms of reference to substitute “to study past practices and bylaws concerning Association grievances in UTFA, including their relation to Bylaw 12.2, as well as approaches taken by similar organizations and to submit a report with recommendations to Council.”

T. Zoric said that she would be happy to accept the friendly amendment to add J. Poë to the motion, and also the amendment except the reference to Bylaw Article 12.2.

The members discussed the merits of the proposed changes and made various suggestions.

C. Messenger called the question. **Carried.**

The members voted on the friendly amendment to add J. Poë to the grievance protocols working group. **Carried.**

M. Peški agreed to remove the section dealing with Bylaw 12.2.

Motion: The Executive Committee recommends to Council that T. Zoric and B. McDonagh co-chair and J. Nogami, M. A. Guttman, and Judith Poë be members of a grievance protocols working group to investigate and study past practices and bylaws concerning Association or policy grievances in UTFA, as well as approaches taken by similar organizations and to submit a report with recommendations to Executive and then Council at or before the March Council meeting. **Carried.**

i. UofT Anti-Semitism Working Group

T. Zoric deferred this item to the next meeting.

10. Timed Break: 4:00 p.m. (10 min)

11. UPP Update (with C. Messenger & H. Mackenzie) (10 min)

C. Messenger said that the UPP will begin operations on July 1, 2021. At first the founder employers (Queen’s, Toronto, and Guelph pension offices) will function as agents, ensuring that pensions are paid and accruals recorded, but new pension contributions and service accruals will shift immediately to the terms of the UPP.

The Employee Sponsor Committee (ESC) has been emphasizing the importance of ESG in the investment of pension funds. Barbara Zvan, Chair of the UPP Board, is an expert in this area. The investment community has embraced ESG, especially around climate change, and C. Messenger

attended a webinar on ESG where His Royal Highness, the Prince of Wales spoke eloquently on the need for the private sector to put sustainable investing “at the heart of corporate strategy.” She will send Council links to a new initiative he is calling the Terra Carta. Town halls are planned at all three UPP universities for discussions with members on ESG and on principles of investing.

T. Zoric endorsed the idea of having a town hall meeting on ethical investing.

H. Mackenzie, the UTFA representative on the UPP Board of Trustees, updated the members on the work of the UPP and the Board of Trustees. He said that the Board was fortunate to be able to hire Barbara Zvan, a star in the Canadian pension world who can attract experienced people to work for the UPP. She is a world leader in thinking about ethical and responsible investing as well as endowments, pension funds and big pools of capital. The UPP has also hired a Chief Financial Officer and is looking for a person to lead on pension administration. It has also done a great deal of work to make sure that members continue to receive a high quality of service during the transition on July 1, 2021 from their preexisting pension plans to the UPP.

C. Messenger asked that members email her their questions and suggested having a special meeting of Council to discuss pensions.

T. Zoric suggesting developing a document outlining the responsibilities of the Board of Trustees and the Employee Sponsor Committee, clarifying where UTFA can continue to have political influence and where the trustees make the decisions.

12. Report of the Executive Director (5 min)

K. Johnson deferred her report to the next meeting.

- a. Website
- b. IT Structure Assessment

13. Other Business

- a. Winter Term Council Meetings – 3:00–5:00 p.m.
 - i. Thursday February 18
 - ii. Tuesday March 23
 - iii. Tuesday April 20
 - iv. Tuesday May 18
 - v. Wednesday June 23

14. Adjournment

Motion by T. Zoric, seconded by K. Adamson, that the meeting adjourn. **Carried.**

The meeting adjourned at 5:35 p.m.

Chris Penn
Senior Administrative Assistant

Motions from the
January 19, 2021 Council Meeting

Item 4:

Motion: The Executive Committee recommends to Council that David Roberts be the Speaker of Council until the September 2021 Council meeting. **Carried**

Item 7:

Motion by H. Sonne de Torrens, seconded by K. Adamson, that Michelle Spence replace V. Skelton while she is on leave. **Carried**.

Item 9e(i):

Motion: In keeping with our Constitution and By-laws, the UTFa Executive Committee suggests to Council the following slate of four names for membership in the 2021 Nominating Committee: Alison Keith, Jun Nogami, Azita Taleghani, Kent Weaver. **Carried**.

Item 9e(ii):

Motion by T. Zoric, seconded by K. Adamson, that Rena Helms-Park be the fifth member of the Nominating Committee. **Carried**.

Item 9h:

Motion: The Executive Committee recommends to Council that T. Zoric and B. McDonagh co-chair and J. Nogami, M. A. Guttman, and Judith Poë be members of a grievance protocols working group to investigate and study past practices and bylaws concerning Association or policy grievances in UTFa, as well as approaches taken by similar organizations and to submit a report with recommendations to Executive and then Council at or before the March Council meeting. **Carried**.



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Council Summary

UTFA Executive Minutes

Friday, December 4, 2020

Zoom Conference Call

1:00 -1:30 p.m.

Chair – T. Zorić

Present: M. Attridge, K. Banning, A. Braun, A. Giacca, R. Gillis, J. Macdonald, B. McDonagh, J. Nogami, D. Roberts, S. Rupp, H. Sonne de Torrens, T. Zorić

Regrets: K. Adamson, M. Stapleton

Also present: M. Horban (Business Officer), K. Johnson (Executive Director), C. Penn (Senior Administrative Assistant), D. Puscas (Communications Officer), J. Thiessen (Executive Assistant)

T. Zoric called the meeting to order at 1:00 p.m.

1. Approval of the agenda: The agenda was approved as distributed.
2. Minutes of the previous meeting
 - a. November 27, 2020: The Executive minutes and Council summary were approved as distributed.
 - b. November 29, 2020: The Executive minutes and Council summary were approved as amended.
3. Upcoming Council meeting (20 min)
 - a. Amount of time on Law School Association Grievance

T. Zoric said that a decision needed to be made about how much time to dedicate to this item on the Council agenda. She noted that she would be bringing the following Executive motion to Council.

With the suggested rewording of the last part of the motion, it now reads:

Motion by T. Zoric, seconded by A. Giacca, that the Executive recommend that UTFA Council urge the U of T Administration to resolve the Law School hiring controversy Association grievance

in a manner consistent with the MoA's core principles of academic freedom, collegial governance, non-discrimination, due process, and freedom from external interference. **Carried.**

b. Guests and in-camera session

T. Zoric said the practice of guests and in camera sessions has varied.

A consensus was reached that the upcoming Council Meeting would be a Council member only meeting.

c. Use of chat

The members discussed guidelines for using the chat feature in Zoom at Council meetings.

4. Report of the Chair of the Librarians Committee * (Written Report)

5. Next Executive Meetings (5 min)

a. December meeting (TBA)

T. Zoric suggested having another Executive meeting in December to tidy up end of term issues. It was agreed that a Doodle would be sent out to determine a date.

b. UTFA Executive Meeting was confirmed
Friday January 8, 2021
1:00 to 3:00 pm

6. Other Business

a. Council Meeting
Tuesday, December 15, 2020
3:00 – 5:00 p.m.

b. UTFA Executive Meeting
Friday January 29, 2021
1:00 to 3:00 pm

7. Adjournment

Motion by T. Zoric, seconded by M. Attridge, that the meeting adjourn. **Carried.**

The meeting adjourned at 1:40 p.m.

Chris Penn
Senior Administrative Assistant



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Council Summary

UTFA Executive Minutes

Friday, January 8, 2021

Zoom Conference Call

1:00 p.m.- 3:00 p.m.

Chair – T. Zorić

Present: M. Attridge, K. Adamson, K. Banning, A. Braun, A. Giacca, R. Gillis,
J. Macdonald, B. McDonagh, J. Nogami, D. Roberts, S. Rupp, M. Stapleton,
H. Sonne de Torrens, T. Zorić

Also present: M. Horban (Business Officer), K. Johnson (Executive Director), H. Nowak,
(General Counsel), C. Penn (Senior Administrative Assistant), D. Puscas
(Communications Officer), J. Thiessen (Executive Assistant)

T. Zorić called the meeting to order at 1:05 p.m.

1. Land Acknowledgement

T. Zorić read the Statement of Acknowledgement of Traditional Land.

We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunee, the Métis, and most recently, the territory of the Mississaugas of the Credit First Nation.

The territory is the subject of the Dish with One Spoon Wampum Belt Covenant, an agreement between the Iroquois Confederacy and the Ojibwe and allied nations to peaceably share and care for the resources around the Great Lakes.

This territory is also covered by the Upper Canada Treaties.

Today, the meeting place of Toronto (from the Haudenosaunee word Tkaraonto) is still the home to many Indigenous people from across Turtle Island, and we are grateful to have the opportunity to work in this territory.

2. Approval of the agenda: The agenda was approved as distributed.

3. Minutes of the previous meeting

December 14, 2020: As there were no changes to the December 14, 2020 minutes and Council summary they were approved as distributed.

4. Business arising (not elsewhere on the agenda): There was no business arising.

5. Report of the Vice-President, Salary, Benefits, Pensions, and Workload (20 min)

Motion by T. Zorić, seconded by B. McDonagh, that the meeting go in camera. **Carried.**

a. PTR dispute update (with T. Zorić)

b. SBPW Bargaining (with T. Zorić)

Motion by J. Nogami, seconded by B. McDonagh, to return to the regular meeting. **Carried.**

J. Nogami assumed the chair.

6. Report of the President (70 min)

a. AGM follow-up event

T. Zorić said that after the AGM she heard from some members who wanted to have a longer session to discuss the subjects brought up by the panelists, including regarding Black and Indigenous scholars. She will work with K. Adamson and K. Banning to arrange this event. Some of the panelists are interested in taking part.

b. Timing of the next AGM *

T. Zorić discussed the timing of the next AGM.

c. Council

i. New member orientation

T. Zorić said that a council member orientation has not been conducted for many years. This item will be on the next Membership Committee meeting.

Also suggested was a session on Council members outreach to their constituency. They could receive template messages on various issues in order to do outreach more easily.

T. Zorić said that to help Council members communicate with their constituents on the PTR issue, a statement that they can send out to their constituents would be provided, along with instructions to access their constituency email addresses.

Motion by T. Zorić, seconded by B. McDonagh, to go in camera. **Carried.**

ii. Council proceedings

i. Robert's Rules of Order

ii. Kent Weaver submission *

Motion by T. Zorić, seconded by B. McDonagh, to return to the regular meeting. **Carried.**

iii. Speaker

T. Zorić reported that she had met with the UTFA officers to discuss appointing a new Speaker of Council. David Roberts was their first choice, and he has agreed. He is able to facilitate conversations, can deal with the technical aspects of Council and AGM meetings, and knows Robert's Rules of Order.

Motion by T. Zorić, seconded by B. McDonagh, that the Executive Committee recommend to Council that David Roberts be the speaker of Council until the September 2021 Council meeting. **Carried.**

Motion by T. Zorić, seconded by B McDonagh, moved that the meeting go in camera. **Carried.**

- iv. Information Meeting re: PTR
- d. Health and Safety
 - i. Asbestos
 - ii. COVID – 19
 - iii. “Ask an Expert” website idea
- e. Nominating Committee *
 - i. Recommendation to council
- f. Membership Meetings/Townhall Outreach (with J. Nogami)
- g. Chair of the GRP mediation
- h. Association Grievances
 - i. Outstanding admin replies
- i. Executive Release Funds – reminder

Motion by T. Zorić, seconded by B. McDonagh, moved to return to the regular meeting. **Carried.**

T. Zorić assumed the chair.

7. Report of Executive Director (5 min)

a. IT Structure Assessment

K. Johnson reported that the IT consultants met with two staff groups for detailed conversations about IT, frustrations with it, and gaps. Before the meetings, staff filled out a survey to identify the existing tools they used, gaps, challenges, and what infrastructure they believe would best support their work. IT contracts and background information have been sent to the consultants. After they have analyzed the information, they may ask for follow-up meetings and will then develop recommendations.

b. Staffing Update

K. Johnson reported that C. Doyle completed her probationary period successfully.

8. Report of Chair of the Librarians Committee (5 min)

a. Update from Librarians Committee meeting

H. Sonne de Torrens reported that the Librarians Committee is meeting on Monday and will be meeting more regularly. The community is concerned about job postings and the internal hiring process.

b. Update on February Forum

H. Sonne de Torrens said that a forum for Librarians will be held on February 9 to update the community on the Policies for Librarians negotiations. There will be two Zoom sessions, one for librarians I-II and one for librarians III-IV.

9. Other Business

M. Attridge said that the UTFA's St. Michael's College negotiating team are confirming bargaining dates in February.

a. UTFA Executive Meetings

Beyond the following dates for Executive Committee meetings, May and June dates are being considered.

- | | | |
|------|--------------------------|-------------------|
| i. | Friday January 29, 2021 | 1:00 to 3:00 p.m. |
| ii. | Friday February 12, 2021 | 1:00 to 3:00 p.m. |
| iii. | Friday February 26, 2021 | 1:00 to 3:00 p.m. |
| iv. | Friday March 12, 2021 | 1:00 to 3:00 p.m. |
| v. | Friday March 26, 2021 | 1:00 to 3:00 p.m. |
| vi. | Friday April 9, 2021 | 1:00 to 3:00 p.m. |
| vii. | Friday April 23, 2021 | 1:00 to 3:00 p.m. |

b. UTFA Council Meetings

- | | | |
|------|----------------------------|-------------------|
| i. | Tuesday January 19, 2021 | 3:00 to 5:00 p.m. |
| ii. | Thursday February 18, 2021 | 3:00 to 5:00 p.m. |
| iii. | Tuesday March 23, 2021 | 3:00 to 5:00 p.m. |
| iv. | Tuesday April 20, 2021 | 3:00 to 5:00 p.m. |
| v. | Tuesday May 18, 2021 | 3:00 to 5:00 p.m. |
| vi. | Wednesday June 23, 2021 | 3:00 to 5:00 p.m. |

10. Adjournment

Motion by T. Zorić, seconded by B. McDonagh, that the meeting adjourn. **Carried.**

The meeting adjourned at 3:05 p.m.

Chris Penn
Senior Administrative Assistant



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UTFA Council Summary

Friday, January 29, 2021

Zoom Conference Call
1:00 p.m.- 3:00 p.m.
Chair – T. Zorić

Present: M. Attridge, K. Adamson, K. Banning, A. Braun, A. Giacca, R. Gillis,
J. Macdonald, B. McDonagh, J. Nogami, D. Roberts, S. Rupp, H. Sonne de
Torrens, M. Stapleton, T. Zorić

Also present: M. Horban (Business Officer), K. Johnson (Executive Director), C. Penn (Senior
Administrative Assistant), D. Puscas (Communications Officer), K. Scheaffer
(Chief Negotiator, Policy for Librarians), J. Thiessen (Executive Assistant)

T. Zoric called the meeting to order at 1:08 p.m.

1. Approval of the agenda

Motion by T. Zoric, seconded by, S. Rupp, that the agenda be approved as distributed. **Carried.**

2. Minutes of the previous meeting

a. December 4, 2020 *

i. Council summary

As there were no changes to the Council summary of the December 4, 2020, Executive minutes, it was approved as distributed.

b. January 8, 2021 *

i. Executive Minutes

ii. Council summary

As there were no changes to the January 8, 2021, Executive minutes and Council summary, they were approved as distributed.

3. Business arising (not elsewhere on the agenda)

There was no business arising.

4. Report of Chair of the Librarians Committee (5 min)a. Update on February Forum

H. Sonne de Torrens reported that a Forum for Librarians will take place on February 9, in one session for Librarians I-II and one for Librarians III-IV. When librarians are split into the two groups, discussion is more open, reflecting the groups' different concerns. K. Scheaffer will give an update on the Policies for Librarians negotiations.

5. Report of the Vice-President, Salary, Benefits, Pensions, and Workload (25 min)a. PTR dispute update (with T. Zorić)

Motion by T. Zoric, seconded by S. Rupp, that the meeting go in camera for items 5a and b. **Carried.**

b. SBPW Bargaining (with T. Zorić)

- i. Dates
- ii. Survey
- iii. Constituency meetings

c. Update on librarian policy negotiations (with K. Scheaffer) (timed item – 2:45) (10 min)

Motion by T. Zoric, seconded by S. Rupp, to go in camera for the update on the Policy for Librarian negotiations. **Carried.**

Motion by J. Nogami, seconded by, S. Rupp, to return to the regular meeting. **Carried.**

J. Nogami assumed the Chair.

6. Report of the President (35 min)a. Sad news of the death of James (Jim) McDonald (Goldblatt Partners)i. Donation in memory

T. Zoric shared the sad news of the death of Jim McDonald, a senior partner at Goldblatt Partners. J. McDonald worked with UTFA for many years and was co-lead counsel on PTR.

The members discussed a memorial donation from UTFA. This item will come back to executive once the family has indicated their suggestions for donations in memory of Jim.

Motion by T. Zoric, seconded by S. Rupp, that the meeting go in camera for items 6b, c, d, and e. **Carried.**

b. AGM

- i. Proposed date
- ii. Focus
- iii. Outreach
- iv. AGM newsletter

c. Health and Safety

- i. Asbestos
- ii. COVID – 19

d. Chair of the GRP mediatione. Association Grievances

- i. Outstanding Administration replies

Motion by T. Zoric, seconded by, S. Rupp, to return to the regular meeting. **Carried.**

- f. Grievance Protocols Working Group

- i. Addition of H. Sonne de Torrens

T. Zoric said that as there is not a librarian on this committee, she asked H. Sonne de Torrens if she would be willing to serve and she agreed.

Motion by T. Zoric, seconded by S. Rupp, that the Executive Committee recommend to Council that H. Sonne de Torrens be added as a member to the Grievance Protocols Working Group. **Carried.**

T. Zoric assumed the chair.

- 7. Break: timed item 2:00 pm (10 min)

- 8. Report of Chair of the Membership Committee (15 min)

- a. New Council members' orientation (with K. Johnson)

K. Adamson spoke about having an orientation for new Council members, to inform them about the organization and the duties of a Council member. This would be a way to welcome the many new Council members into the organization and orient them on their role as constituency representatives and the structure of UTFA. He outlined what could be discussed at a new Council orientation.

K. Adamson asked that members email him with any other ideas before the February 5 Membership Committee meeting.

- b. New hire event (with M. Attridge)

K. Adamson said that M. Attridge, K. Banning, and H. Sonne de Torrens are on the committee planning a new hire event. M. Attridge added that it will likely take place at the end of February.

- 9. Report of the Treasurer (5 min)

- a. Year to date for 2020–2021*

M. Stapleton reported on the year to date. She has been working with K. Johnson and M. Horban to evaluate expense patterns and to identify areas where processes and controls could be strengthened. The net income shows the difference between revenue and expenses as \$25,000. At this point last year, we were running a deficit. The process is ongoing, and she is mindful of managing expenses while maintaining excellent service.

- b. Investment Account Update *

M. Stapleton reported on the TD Waterhouse investment account. Last February and March our investments fell substantially. As of the end of December, however, they were at \$4.6 million, which is up 17% from the low and up 5.5% from the market value from a year ago.

T. Zoric thanked M. Stapleton for her excellent work.

- c. Electronic Fund Transfer update (with K. Johnson)

This item was deferred to the next meeting.

- 10. Report of the Vice-President, Grievances (5 min)

- a. Administration position re: without prejudice grievance replies (with T. Zorić)

B. McDonagh deferred this to the next meeting, to the top of the agenda.

11. Report of the Chair of the Retired Members Committee (5 min)

- a. Financial support for 5 retirees to attend the 2021 CURAC conference

J. Macdonald said that the CURAC conference was going to be online so there would be no costs.

J. Macdonald requested Executive's support to nominate Kent Weaver for a CURAC Tribute Award. The Retired Members Committee voted K. Weaver as their nominee of choice.

J. Macdonald said that she would complete and forward the nomination to CURAC as it is due soon.

12. Other Business

- a. UTFA Executive Meetings

- i. Friday February 12, 2021 1:00 to 3:00 p.m.
- ii. Friday February 26, 2021 1:00 to 3:00 p.m.
- iii. Friday March 12, 2021 1:00 to 3:00 p.m.
- iv. Friday March 26, 2021 1:00 to 3:00 p.m.
- v. Friday April 9, 2021 1:00 to 3:00 p.m.
- vi. Friday April 23, 2021 1:00 to 3:00 p.m.

- b. UTFA Council Meetings

- i. Thursday February 18, 2021 3:00 to 5:00 p.m.
- ii. Tuesday March 23, 2021 3:00 to 5:00 p.m.
- iii. Tuesday April 20, 2021 3:00 to 5:00 p.m.
- iv. Tuesday May 18, 2021 3:00 to 5:00 p.m.
- v. Wednesday June 23, 2021 3:00 to 5:00 p.m.

13. Adjournment

Motion by B. McDonagh, seconded by S. Rupp, that the meeting adjourn. **Carried.**

The meeting adjourned at 3:10 p.m.

Chris Penn

Senior Administrative Assistant

Item 6a:

The Executive Committee recommend to Council that UTFa donate \$5,000 in memory of James McDonald to be split between the Couchiching Conservatory and the Hockey Canada Assist Fund.

RELEASE TIME for 2021-2022 - preliminary - based on 2020-2021 interim amounts

Salary	\$155,811
Benefits (at 23.50%)	<u>\$36,616</u>

Total **\$192,427 = 1 FTE**

This is a notional amount from which the value of each Executive member's percentage release time is calculated. It is not any real person's salary.

TOTAL ALLOCATION	FTEs	3.5	AMOUNT	\$673,493
ALLOCATION BY POSITION				
President	0.8		\$153,941	
VP, Grievances	0.5		\$96,213	
VP, SBP	0.5		\$96,213	
VP, U&EA	0.3		\$57,728	
Treasurer	0.175		\$33,675	
Committee chairs				
Appointments	0.175		\$33,675	
Equity	0.175		\$33,675	
Librarians	0.175		\$33,675	
Membership	0.175		\$33,675	
Teaching Stream	0.175		\$33,675	
Members-at-large				
1	0.113		\$21,744	
2	0.113		\$21,744	
3	0.113		\$21,744	
ALLOCATED	3.489		\$671,376	
NOT YET ALLOCATED	<u>0.011</u>		<u>\$2,117</u>	
TOTAL	3.5		\$673,493	

Item 61:

The Executive Committee recommend to Council that the release funds approved as proposed.

Item 6m(i):

The Executive Committee recommend to Council that H. Sonne de Torrens be added as a member to the Grievance Protocols Working Group.

University of Toronto Faculty Association
Variance Report - Exec Committee
 1 July 2020 through 25 January 2021

	1 Jul '20 - 25 Jan 21	Budget
Income		
Total 4000 · Membership Dues	1,901,589.91	3,796,550.00
Total 4040 · Subsidies		177,933.00
Total Income	1,901,589.91	3,974,483.00
Expense		
5000 · External Fees		
5011 · Dues to CAUT	267,259.32	511,997.00
5012 · Dues to OCUFA	264,019.92	516,458.00
5020 · Dues to CAUT Defence Fund	759.00	1,600.00
Total 5000 · External Fees	532,038.24	1,030,055.00
5050 · External Legal & Consulting		
5055 · Legal Salary Ben. & Pen.	132,308.52	200,000.00
5058 · Association Grievances	78,555.08	200,000.00
5060 · Legal Grievances	74,313.10	300,000.00
5065 · Legal Other	5,905.81	40,000.00
5070 · Consulting Salary Ben. & Pen.	6,281.67	50,000.00
5075 · Consulting Grievances	15,141.30	50,000.00
5080 · Consulting Other	16,288.33	50,000.00
6600 · Auditor	11,853.70	11,000.00
Total 5050 · External Legal & Consulting	340,647.51	911,000.00
Total 6000 · Administration	885,557.21	1,464,800.00
Total 7000 · Stipends - Exec	52,807.18	105,000.00
Total 7100 · Stipends - UPP	23,204.48	46,660.00
Total 7110 · Stipends - Other	2,643.44	5,255.00
7200 · Outreach & Communications		15,000.00
Total 7300 · Member Services	21,054.87	15,000.00
Total 7500 · Committee Expenses		18,700.00
7700 · Office Rent		283,883.00
Total 8000 · Special Expenses (reno, conferences, misc)	18,090.87	326,500.00
Total Expense	1,876,043.80	4,221,853.00
Net Income	25,546.11	-247,370.00

University of Toronto Faculty Association
Variance Report - Exec Committee
 1 July 2020 through 25 January 2021

3:31 PM
January 25, 2021
Accrual Basis

	\$ Over Budget	% of Budget
Income		
Total 4000 · Membership Dues	-1,894,960.09	50.09%
Total 4040 · Subsidies	-177,933.00	
Total Income	-2,072,893.09	47.85%
Expense		
5000 · External Fees		
5011 · Dues to CAUT	-244,737.68	52.2%
5012 · Dues to OCUFA	-252,438.08	51.12%
5020 · Dues to CAUT Defence Fund	-841.00	47.44%
Total 5000 · External Fees	-498,016.76	51.65%
5050 · External Legal & Consulting		
5055 · Legal Salary Ben. & Pen.	-67,691.48	66.15%
5058 · Association Grievances	-121,444.92	39.28%
5060 · Legal Grievances	-225,686.90	24.77%
5065 · Legal Other	-34,094.19	14.77%
5070 · Consulting Salary Ben. & Pen.	-43,718.33	12.56%
5075 · Consulting Grievances	-34,858.70	30.28%
5080 · Consulting Other	-33,711.67	32.58%
6600 · Auditor	853.70	107.76%
Total 5050 · External Legal & Consulting	-570,352.49	37.39%
Total 6000 · Administration	-579,242.79	60.46%
Total 7000 · Stipends - Exec	-52,192.82	50.29%
Total 7100 · Stipends - UPP	-23,455.52	49.73%
Total 7110 · Stipends - Other	-2,611.56	50.3%
7200 · Outreach & Communications	-15,000.00	
Total 7300 · Member Services	6,054.87	140.37%
Total 7500 · Committee Expenses	-18,700.00	
7700 · Office Rent	-283,883.00	
Total 8000 · Special Expenses (reno, conferences, misc)	-308,409.13	5.54%
Total Expense	-2,345,809.20	44.44%
Net Income	272,916.11	-10.33%

Report of the Chair of the
Retired Members Committee
Thursday, February 18, 2021

The members of the Retired Members Committee selected Kent Weaver as our nominee for the CURAC (Colleges and University Retiree Associations of Canada) Tribute Award. The nomination package was submitted to CURAC and we hope that Kents outstanding citation will lead to an award.

Jody Macdonald
Chair, Retired Members Committee