

UTFA Council Agenda

February 15 2017 – 3:00 – 5:00 p.m.

Room 368, Rotman School of Management
105 St. George Street

1. Approval of the Agenda
2. Minutes of Previous Meetings
 - a. January 19, 2017 *
3. Business Arising
 - a. From the Minutes of Council
 - b. From the Summary of the Minutes of the Executive Committee
 - i. January 12, 2017
 - ii. January 25, 2017
4. Announcements (5 min)
5. Order of the Day – 3:10 p.m. (10 min)
Angela Hildyard, Special Advisor to the President & Provost
6. Report of the President (10 min)
 - a. AGM (Thursday, April 6, 3:30 p.m.)
 - i. Agenda to be approved by Council at March 21 meeting
 1. Guest panel
 2. Other items
 - b. Pensions: Negotiating Team *
 - c. Richard Freishtat event (C. Evans)
 - d. Other matters
7. Report of the Vice-President, Salary, Benefits, Pensions and Workload (5 min)
8. Order of the Day – 3:45 p.m. (1 hour)
Jonathan Hamilton-Diabo, Director, Aboriginal Student Services at First Nations House
9. Report of the Chair of the Teaching Stream Committee (5 min)

10. Report of the Treasurer (Attachment only)

a. Year-to-Date *

11. Reports from the Floor of Council

12. Other Business

a. Next meeting of Council
Tuesday, March 21, 2017
3:00 to 5:00 p.m.

13. Adjournment

*materials attached



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UTFA Council Minutes

January 19, 2017 – 3:00 – 5:00 p.m.

Room 1065, Rotman School of Management
105 St. George Street

Present:

Executive: K. Banning, C. Evans, E. Damiano, J. Jenkins, L. Kohn, K. MacDonald, C. Messenger, A. Motsch, K. Scheaffer, K. Weaver, T. Zoric

Present: L. Austin, K. Banning, E. Barbeau, K. Bickmore, A. Braun, C. Liang, D. Cooper, L. Florence, R. Gillis, C. Guberman, A. Hojatollah Taleghani, J. Macdonald, J. Nogami, M. Peski, J. Poë, H. Rodd, R. Sarabia, L. Shade, V. Skelton, H. Sonne de Torrens, L. Vaage

Regrets: M. Attridge, D. Bar-Natan, E. Fillion, P. Gavreau, D. Heap, J. Lanca, B. MacDonald, D. Seitler, W. Smieliauskas, S. Smith, L. Stewart Rose, N. Wiseman

Absent: J. Berkovitz, M. A. Guttman, P. Hamel, J. Hanssen, R. Helms-Park, B. McDonagh, S. Prudham, K. Rankin, L. Rudin, A. White

Also Present: H. Diggle (General Counsel)
M. Horban (Business Officer)
J. Newman (Speaker)
A. Lo (Communications, Outreach Campaign Support Officer)
R. Schmelzer (Grievance Assistant and Note Taker)

J. Newman called the meeting to order at 3:10 p.m.

1. Approval of the Agenda

It was duly moved and seconded that:

the agenda be approved as distributed.

Carried.

2. Minutes of Previous Meetings

a. December 12, 2016

It was duly moved and seconded that:

the minutes of the December 12, 2016 Council meeting be approved as distributed.

Carried.

3. Business Arising

a. From the Minutes of Council

b. From the Summary of the Minutes of the Executive Committee

i. November 30, 2016 *

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

4. Announcements

C. Guberman requested that minutes be distributed earlier. M. Horban explained that the aim is to send them on the Thursday before the next meeting but this is not always possible.

E. Barbeau expressed concern over a scholarship for anti-psychiatry sponsored by Prof. B. Burstow, as it seemed to be in support of a particular agenda rather than disinterested study.

5. Report of the President (25 min)

a. Motion to approve leave replacement for Council member in Constituency # 108, English

C. Messenger, seconded by J. Macdonald, moved that:

D. Seitler be the replacement for the Council member in Constituency # 108

Carried.

b. Nominating Committee Approval

C. Messenger drew Council's attention to the slate of four names that the Executive Committee suggests for membership in the 2017 Nominating Committee: J. Jenkins, D. Heap, J. Nogami and B. Macdonald.

J. Newman called the vote.

Carried.

J. Newman said that the bylaws call for a fifth member to be nominated. T. Zoric nominated V. Skelton, who has been engaged with UTFA for many years. V. Skelton accepted the nomination. There were no other nominations. J. Newman announced that V. Skelton was acclaimed.

c. Release Time *

C. Messenger noted that the schedule in the meeting package was identical to the current schedule and was coming forward as an Executive motion.

J. Poë expressed her concerns about the amount of release time for the VP, University & External Affairs, noting that this VP has been extremely active, and asked whether it could be increased.

C. Messenger said that she is happy to take up this idea in the future.

C. Messenger, seconded by A. Motsch, moved that
the release time allocation for 2017–2018 be approved.

Carried.

d. Steering Committee on Salary, Gender, and Pay Equity

C. Messenger said that the Steering Committee met on November 17 with external experts and lawyers. A draft report will come before Council. UTFA will work with D. Campanella and H. Mackenzie and a third party statistician who has conducted similar number-based exercises with other universities.

e. AGM Guest Speaker (Thursday, April 6, 3:30 pm)

C. Messenger said that Executive and Council are looking for a speaker who would address relevant post-secondary issues. She asked Council members to try and suggest names as soon as possible.

f. Pensions

C. Messenger reported that when the Ontario government report is released we will have a better sense of the direction to be taken on solvency. Faculty associations will have a better idea on how to proceed.

g. Richard Freishtat Event – April 3 and 4, 2017

C. Evans reminded the audience of the need for publicity for this event and workshop. She pointed out that space is limited and one should not wait to sign up. She also reported that postcards will be sent out in mid-February. At the request of C. Guberman, C. Evans gave a short description of the workshop, which will focus on showing participants how to teach from their own strengths. She noted that R. Freishtat is an international figure in the field of student evaluation of teaching.

h. Promotion to Full Professor, Teaching Stream, Guidelines

C. Messenger, seconded by R. Gillis, moved that:
the meeting go in camera.

Carried.

K. Banning, seconded by J. Nogami, moved that:
the meeting go ex camera.

Carried.

i. Reminder: December 2016 Newsletter on UTFA website

C. Messenger reminded Council members to read the December 2016 Newsletter.

j. Other matters

There were no other matters.

6. Report of the Vice-President, Salary, Benefits, Pensions and Workload (10 min)

K. MacDonald first addressed the bargaining process. He reported that the general membership survey has been piloted, and noted that there is a second survey, for librarians, who have more specific issues,

and a short survey for part-time employees. He then addressed two issues being dealt with by working groups, salary anomalies and PTR.

K. MacDonald also noted that he is getting a lot of emails with questions about benefits people are not aware we already have. On that front, we need to develop a better communication plan; provide an overview comparing our benefits with those of faculty elsewhere; and look into prevention benefits. When asked for examples of prevention benefits, he cited different forms of alternative medicine, health club memberships, and a green commuting benefit that encourages members to ride bicycles to work.

7. Report of the Vice-President, University and External Affairs (5 min)

L. Kohn spoke about the Strategic Mandate Agreement. She also reported on a view that tuition should be set in a two year window so that students have a better idea of their finances when applying for OSAP. L. Kohn will be attending an OCUFA Board of Directors meeting on February 11.

8. Report of the Treasurer (5 min)

a. Year-to-Date *

E. Damiano explained that the statement in the meeting package covers actual revenue and expenses to December 31. He expected the revenues to be strong, but expenditures came in lower than expected. The expenditure lines are in order, with certain exceptions like 5055, Legal Salary Benefits and Pension, which is short because the negotiations haven't started yet. Line 8016 Renovation - Suite 410 is significantly larger because the bills from some contractors came in later. He also corrected an error in the spreadsheet: the long term investment value at June 30, 2016, should be \$3,029,000.

E. Damiano noted the surplus of \$225,000 at December 31. If things continue this way, UTFA will have long streaks of surpluses. He will be suggesting a reduction in the mill rate at Council and at the AGM.

A. Motsch suggested that we could spend the money to hire people and to create student scholarships, and R. Gillis noted that there is no budget for the Executive Director position.

E. Damiano replied that the current surplus is so large that even after any reasonable increase in salaries or scholarships it will still be large.

b. Other matters

There were no other matters.

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

T. Zoric gave a breakdown of the open files in the portfolio: 93 advice files, 8 grievance files, 10 tenure files, 3 UTFA concern files and 1 UTFA research file. In a new trend, workload cases are coming to UTFA; and we have a workload adjudicator at last. Further, she announced that UTFA has chosen someone for the role of legal counsel who will soon be able to take over a lot of files.

T. Zoric reported on her training at OCUFA around the evaluation of teaching. Student evaluation of teaching is a pressing issue and is frequently mentioned. OCUFA drew on Freishtat and Stark to create a preliminary report. We have to defend teaching for the sake of learning and not for the sake of teaching scores.

E. Barbeau outlined briefly some reasonable methods of teaching evaluation in the 70s, when the goals of teachers and students were better aligned. Nowadays we try to satisfy customers, rather than teaching and advising students on how to do better.

T. Zoric concluded by praising C. Evans on her excellent work in bringing R. Freishtat to UofT.

10. Report of the Chair of the Equity Committee (5 min)

a. Multi-media campaign on the inclusive university

R. Gillis suggested that in response to the political turmoil in the US and the backlash against diversity, UTFA should create a platform on its website for the purpose of talking about the various diversity issues. He asked for comments and suggestions.

C. Guberman asked whether maybe the Administration should take more responsibility for effectively providing support instead of UTFA.

R. Gillis explained that as an organization we have been called by our constituencies to be in sync with the voices raised. He intends, for this purpose, to bring to Council meetings speakers who could address the diversity problem. C. Messenger is already in touch with J. Hamilton-Diabo, director of Aboriginal student services at First Nations House and coordinator of UofT's Council on Aboriginal initiatives.

R. Gillis noted that he would be attending the CAUT Equity conference in Toronto on February 24–25.

b. Other matters

There were no other matters.

Report of the Chair of the Membership Committee (10 min)

a. Homa Hoodfar event and speaker series

J. Jenkins noted that this event will take place on February 3. She asked members of Council to pick up posters and post them in their units as widely as possible. She noted that H. Hoodfar is a wonderful speaker, and will speak about her recent ordeal. Also speaking will be Professor P. Akhavan, who is very well informed on this topic. He was appointed to the Permanent Court of Arbitration in The Hague and in 2017 he will deliver the Massey Lectures.

J. Jenkins pointed out that this event offers an opportunity to reach to our membership.

J. Jenkins also advised Council members that central to UTFA's outreach is their sending the information via email to their constituents. She offered to help with lists. She also suggested that maybe this email can be used as a welcome platform for new members and new hires.

C. Guberman asked whether the building is accessible. K. Schaeffer clarified that it is.

A. Motsch asked about the second event, which is to raise awareness of S. Malekpour's 8-year imprisonment in Iran. C. Messenger replied that UTFA is sponsoring only the H. Hoodfar event.

C. Guberman asked about pension information sessions. J. Jenkins said that they have been delayed, as more discussions are needed. C. Messenger said that the recent landscape has shifted again and at this point we could only articulate what is in the plan today. In the spring we will know more.

J. Jenkins concluded by thanking A. Lo for the posters and other work in support of this event.

11. Report of the Chair of the Retired Members Committee (10 min)

a. Approval Retired Committee member

K. Weaver, seconded by E. Barbeau, moved that

G. Macdonald be a new member of the Retired Members Committee

Carried.

K. Weaver further invited more members, retired or not, to join the committee.

b. Other matters

K. Weaver reported that another Retired Members event is being planned, with a speaker from the Ontario Securities Commission.

12. Report of the Chair of the Teaching Stream Committee (5 min)

K. Banning, seconded by C. Evans, moved that

E. Stoica be a new member of the Teaching Stream Committee

Carried.

a. Developing Guidelines for Interim Review

K. Banning said that there is a lack of information about criteria for the interim review. The Committee will meet in February to discuss guidelines.

b. February 2 Teaching Stream Reception: Hart House Gallery Grill, 4:00 – 6:00 pm

K. Banning announced that the teaching stream will have a social on February 2.

c. Other matters

There were no other matters.

13. Reports from the Floor of Council

J. Poë noted that there were a number of vacancies on Council and that it was primarily science and engineering departments that were not represented, resulting in a significant imbalance in the views represented on UTFA Council. She advised conducting more outreach to those departments.

C. Messenger said that we did reach out in those departments to see if we could fill the seats. She agrees that we have huge gaps and asked Council members to encourage their colleagues to come forward.

J. Jenkins mentioned that February 3 would provide an opportunity for people to get to know their colleagues at UTFA better and as a result get involved.

14. Other Business

- a. Next meeting of Council
Wednesday, February 15, 2017
3:00 to 5:00 p.m.

15. b. Adjournment

It was duly moved and seconded that:

the meeting adjourn.

Carried.

The meeting adjourned at 5:00 p.m.

Rucsandra Schmelzer
Grievance Assistant and Note Taker

Motions on Pension Discussions

Motion 1:

Approval in principle to move forward with discussions of a three-university model for a jointly sponsored pension plan.

Motion 2.

Approval of an UTFA team that would engage in these discussions. Proposed members of the team:

Cynthia Messenger

Ken MacDonald

Leif Vaage

Linda Kohn

Terezia Zoric

UTFA Income Statement
Actual vs. Budget 2015-2016 // YTD Jan 2017
// Budget 2016-2017

		Actual	2015-16	Actual	2016-17
		Jul '15 - Jun 16	Budget	Jul '16 - Jan '17	Budget
Income					
4000 · Membership Dues					
4001 · UofT	2,896	\$2,964,814	\$2,952,822	\$1,798,458	\$3,100,000
4002 · St. Michael's College	19	\$18,515	\$17,224	\$9,347	\$18,500
4003 · Victoria College	30	\$23,816	\$15,186	\$18,613	\$23,800
4004 · Trinity College	5	\$5,087	\$3,244	\$1,304	\$5,100
4005 · Retiree	526	\$25,150	\$29,529	\$19,727	\$25,000
Total 4000 · Membership Dues	3,476	\$3,037,382	\$3,018,005	\$1,847,449	\$3,172,400
4040 · Subsidies					
4041 · Subsidy - Office Rent		\$107,288			\$119,774
4042 · Subsidy - Telephone		\$8,220			\$10,000
Total 4040 · Subsidies		\$115,508			\$129,774
Total Income		\$3,152,890	\$3,018,005	\$1,847,449	\$3,302,174
Expense					
5000 · External Fees					
5011 · Dues to CAUT		\$422,729	\$421,349	\$254,783	\$436,771
5012 · Dues to OCUFA		\$411,807	\$410,523	\$251,051	\$430,373
5020 · Dues to CAUT Defence Fund		\$1,134	\$1,500	\$662	\$1,134
Total 5000 · External Fees		\$835,670	\$833,372	\$506,496	\$868,278
5050 · External Legal & Consulting					
5055 · Legal Salary Ben. & Pen.		\$147,747	\$225,000	\$16,565	\$125,000
5058 · Association Grievances			\$15,000	\$1,176	\$2,500
5060 · Legal Grievances		\$310,683	\$200,000	\$138,109	\$315,000
5065 · Legal Other		\$40,298	\$15,000	\$19,486	\$20,000
5070 · Consulting Salary Ben. & Pen.		\$37,418	\$20,000		\$25,000
5075 · Consulting Grievances			\$1,000		\$500
5080 · Consulting Other		-\$6,650	\$20,000	\$6,750	\$10,000
6600 · Auditor		\$9,904	\$10,000	\$10,074	\$10,000
Total 5050 · External Legal & Consulting		\$539,400	\$506,000	\$192,160	\$508,000
6000 · Administration					
6001 · Staffing					
6005 · Salaries		\$582,361	\$700,000	\$351,068	\$660,000
6006 · Group Insurance		\$62,309	\$55,000	\$46,794	\$78,000
6007 · Pension / RRSP		\$73,205	\$85,000	\$46,806	\$86,000
6008 · Casual Labour - Office		\$26,299	\$40,000	\$23,300	\$25,000
6020 · Professional Dues and Expenses		\$4,771	\$6,500	\$1,770	\$5,000
6025 · Professional Insurance		\$7,372	\$10,000	\$3,132	\$8,000
6030 · Other Benefits		\$6,781	\$8,000	\$1,591	\$7,000
6322 · IT Services		\$49,127	\$65,000	\$23,282	\$50,000
Total 6001 · Staffing		\$812,225	\$969,500	\$497,743	\$919,000
6100 · Office Expenses					
6102 · General		\$4,432	\$8,000	\$3,373	\$4,500
6105 · Postage		\$4,323	\$3,000	\$2,173	\$3,500
6108 · Courier		\$995	\$1,000	\$643	\$1,000
6110 · Stationery		\$1,831	\$3,200	\$8,127	\$5,000
6116 · Printing and Duplicating		\$2,835	\$15,000	\$2,893	\$3,000
6120 · Office Supplies		\$4,747	\$8,000	\$3,720	\$5,000
6122 · Telephone		\$14,380	\$9,720	\$9,635	\$18,000
6150 · Miscellaneous		\$5,064	\$5,000	\$6,072	\$6,000
Total 6100 · Office Expenses		\$38,607	\$52,920	\$36,636	\$46,000
6300 · Office Equipment					
6305 · Furniture and Equipment		\$2,357	\$30,000	\$32,003	\$35,000
6310 · Computer Hardware & Software		\$8,663	\$70,000	\$9,074	\$25,000
6315 · Equipment Rental and Repair		\$9,210	\$4,100	\$4,605	\$9,500
Total 6300 · Office Equipment		\$20,230	\$104,100	\$45,682	\$69,500
6400 · Advertising and Communications					
6425 · Other		\$5,175	\$2,000	\$3,407	\$6,000
Total 6400 · Advertising and Communications		\$5,175	\$2,000	\$3,407	\$6,000
6500 · Insurance					
6505 · Contents Insurance		\$1,619	\$1,800		\$1,747
6510 · Directors & Officers Liability		\$2,700	\$2,750		\$2,835
6515 · Errors and Omissions		\$4,606	\$4,650	\$4,606	\$4,606
Total 6500 · Insurance		\$8,925	\$9,200	\$4,606	\$9,188
6700 · Library		\$3,022	\$2,500	\$2,028	\$3,025
Total 6000 · Administration		\$888,184	\$1,140,220	\$590,102	\$1,052,713

UTFA Income Statement
Actual vs. Budget 2015-2016 // YTD Jan 2017
// Budget 2016-2017

	Actual	2015-16	Actual	2016-17
	Jul '15 - Jun 16	Budget	Jul '16 - Jan '17	Budget
7000 · Stipends				
Total 7000 · Stipends	\$105,928	\$105,500	\$53,154	\$105,000
7200 · Outreach & Communications	\$11,335	\$25,000	\$8,920	\$15,000
7300 · Member Services				
7305 · General Member Services	\$11,413	\$14,000	\$14,789	\$25,000
7310 · AGM	\$10,950	\$9,000	\$1,489	\$10,000
7315 · Workshops/Conf.-UTFA sponsored	\$8,733	\$4,000	\$2,217	\$7,500
7320 · Macpherson Lecture	\$31,730	\$25,000		\$7,500
Total 7300 · Member Services	\$62,826	\$52,000	\$18,495	\$50,000
7500 · Committee Expenses				
7510 · Council	\$7,677	\$7,000	\$7,564	\$10,000
7512 · President	\$1,644	\$1,250	\$3,144	\$3,000
7515 · Executive	\$10,113	\$8,000	\$8,398	\$10,000
7520 · Grievance	\$1,482	\$1,000	\$671	\$1,000
7525 · Salary and Benefits	\$567	\$1,000	\$513	\$1,000
7530 · University & External Affairs	\$240	\$1,000	\$155	\$1,000
7540 · Appointments	\$756	\$1,000	\$287	\$1,000
7545 · Equity	\$563	\$1,000	-\$40	\$1,000
7550 · Teaching Stream	\$224	\$1,000	\$1,024	\$1,000
7560 · Librarians	\$1,769	\$1,000	\$1,033	\$1,000
7565 · Financial Advisory	\$347	\$1,000	\$87	\$1,000
7566 · Membership	\$581	\$1,000	\$666	\$1,000
7567 · Retired Members	\$941	\$1,000	\$3,731	\$1,000
7580 · Office	\$219	\$1,000	\$98	\$1,000
7570 · Inter-Campus Travel	\$1,030	\$1,000		\$1,000
Total 7500 · Committee Expenses	\$28,153	\$28,250	\$27,331	\$35,000
7700 · Office Rent	\$124,515	\$19,800		\$138,836
8000 · Special Expenses				
7600 · Negotiation Expenses-Non Legal	\$7,422	\$10,000	\$2,866	\$12,500
8010 · Donations	\$3,600	\$5,000	\$32,100	\$30,000
8015 · Special Projects				
8016 · Renovation - Suite 410		\$260,000	\$60,855	\$30,000
8017 · Senior College Centre	\$24,287	\$45,000	\$31,857	\$32,000
8018 · Research Projects	\$170	\$11,200		
8019 · Other		\$10,000		
Total 8015 · Special Projects	\$24,457	\$326,200	\$92,712	\$62,000
8025 · Contingencies	\$12,203	\$10,000	\$3,500	\$15,000
8030 · Conferences-attended by UTFA	\$20,475	\$15,000	\$29,892	\$25,000
8035 · Tuition Scholarships	\$12,740	\$60,000	\$13,100	\$20,000
8037 · Citizenship Award	\$2,000	\$2,000		\$2,000
8045 · Training	\$763	\$2,500		\$3,000
8050 · Outreach	-\$19			
8055 · Special Initiatives	\$45	\$3,500		
8060 · Honoraria		\$1,000		\$1,000
Total 8000 · Special Expenses	\$83,686	\$435,200	\$174,170	\$170,500
Total Expense	\$2,679,697	\$3,145,342	\$1,570,828	\$2,943,327
Net Operating Income	\$473,193	-\$127,337	\$276,621	\$358,847
Investment Income			\$178,151	
Net Income - Operating plus Investment			\$454,772	

	30-Jun-13	30-Jun-14	30-Jun-15	30-Jun-16	31-Jan-17
Selected Assets					
1001 · ING	\$103,325	\$36	\$0	\$0	\$0
1007 · TD Canada Trust	\$812,209	\$1,223,675	\$1,179,062	\$1,089,761	\$1,099,857
1100 · Long Term Investments	\$2,584,429	\$2,908,004	\$3,046,828	\$3,029,191	\$3,207,342
Total	\$3,499,963	\$4,131,715	\$4,225,889	\$4,118,952	\$4,307,198