

## YUFA General Membership Meeting Draft Agenda

Date: 13 November 2018

Time: 10:00 am to 1:30 pm

Location: Founders 152

- |   |       |             |
|---|-------|-------------|
| 1. Territorial Statement (Attachment 1)   | 10:30 | 5 minutes   |
| 2. Approval of Agenda   | 10:35 | 5 minutes   |
| 3. Approval of the Minutes from the YUFA Meeting 17 September 2018<br>and 18 October 2018 (Attachments 2a and 2b)   | 10:40 | 5 minutes   |
| 4. President's Report   | 10:45 | 5 minutes   |
| 5. Order of the Day: YUFA's Role in Promoting Collegial Governance<br>a. Motion: Ad Hoc Committee on Governance (Attachment 3a)<br>b. Governance Backgrounder (Attachment 3b) | 10:50 | 90 minutes* |
| 6. Ontario Government Policy on Higher Education  | 12:20 | 30 minutes  |
| 7. Proposed Constitutional Amendment: Role of JCOAA/LRP Co-Chair<br>(Attachment 4)  | 12:50 | 20 minutes  |

Motion: Stewards' Council moved and approved that the constitutional amendments in attachment #4 be submitted to the YUFA membership for approval.

- |  |      |            |
|--|------|------------|
| 8. Audited Financial Statements (Attachment 5) | 1:10 | 20 minutes |
|--|------|------------|

**\* A 15 minute break will be scheduled during the Order of the Day**

## Attachment 1

We [I] 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 River. The territory was 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 Tkaronto) is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work in the community, on this territory.

## Attachment 2a

### Draft Minutes

#### YUFA Membership Meeting – Bargaining

September 17, 2018

##### 1. Approval of Agenda

Moved by Kym Bird, seconded by Frances Latchford. Carried

##### 2. Minutes of April 17, 2018

Moved by Terry Maley, seconded by Kym Bird. Carried

##### 3. Bargaining Report

The YUFA Chief Negotiator, Miriam Smith, presented an overview of bargaining with the Employer. Following the presentation, a question and answer period followed.

##### 4. Motion to conduct vote to authorize job action

The motion was introduced to members. The motion had been moved and carried by Executive Committee. Discussion was opened to members. After a period of discussion, it was moved by Ena Dua and seconded by Frances Latchford that the question be called. This requires a  $\frac{2}{3}$  majority.

Yes: 162

No: 62

Abstentions: 8

Motion is carried.

The next vote was on the motion itself which requires only a simple majority to be carried.

Yes: 162

No: 93

Abstentions: 4

##### 5. Motion to Adjourn - carried

## Attachment 2b

### Draft Minutes

#### YUFA GMM – Ratification of Renewal Agreement

October 18, 2018

The Chief Negotiator gave a presentation of the tentative agreement signed by both parties. A summary sheet of changes to the collective agreement and copies of the agreement were distributed to members. Discussion followed the presentation by the Chief Negotiator.

Meeting adjourned at 7:40 pm

YUFA Executive moves to establish an Ad Hoc Committee on Governance, chaired by a member of Executive and composed of at least five additional members. The Committee, guided by YUFA's Governance Proposals, will seek input from members and serve in an advisory capacity to Executive in its commitment to report back to the membership on advancing their collegial rights and governance goals. The Committee is established according to the relevant YUFA policies on appointments and committee service. The initial appointment starts immediately upon ratification by Stewards Council and ends on May 31, 2020. Executive will consider in early 2020 whether the committee will continue for a two year term starting in June 2020. No course release is attached to serving in this Committee.

**Changes to YUFA Constitution, By-Laws and Policies re: JCOAA/LRP Co-chair**  
**Updated for October 30, 2018 meeting of YUFA Executive**

**Motion:** Executive approves the following changes and process regarding JCOAA/LRP Co-chair.

Mover: Ricardo. Seconder: Richard.

**Rationale**

Currently the Co-chair of the JCOAA/LRP ("the Co-chair") is not a member of Executive, and reports monthly to Stewards' Council and at the YUFA annual general meeting. Given the importance of the JCOAA and the LRP sub-committee for labour relations between YUFA and the Employer, the Co-chair should be present at all Executive Committee meetings and report, as an officer, at every other meeting. The requirement to attend Executive Committee meetings will better inform the Co-chair as to the will of Executive with respect to the collective agreement. The incorporation of the Co-chair as an appointed, voting member of Executive will provide more coherence and coordination to the work of Executive and YUFA's representatives in JCOAA.

The Co-chair will be appointed by Executive Committee from a list of YUFA members who submit written statements indicating interest in the position. The Co-chair will receive a 1.5 FCE course release each year for a two year term. The term will run off-cycle with the two year term of the majority of Executive officers. So, given the next term of Executive members will be June 2020-May 2022, nominations for Co-chair will happen in December 2020 and the Co-chair's term will run June 2021-May 2023.

The transition will happen as follows. All the changes described below will come into effect in June 2019. The term of the current appointee runs June 2018 – May 2020. With her agreement, she will serve the second year of her term, June 2019 - May 2020, with Co-chair as a member of Executive. In December 2019 there will be a call for nominations for a transitional one year term as Co-chair, for the term June 2020 - May 2021. In December 2020 there will be a call for nominations for a normal two year term as Co-chair, for the term June 2021 - May 2023.

**Scope and process**

The addition of the JCOAA-LRP Co-chair as a voting member of the YUFA Executive Committee requires changes to the YUFA Constitution, By-Laws, 3) appointment procedures for JCOAA and LRP Co-chair, and YUFA Policies.

Changes to the YUFA Constitution must be submitted by Stewards' Council to a General Meeting. Following the meeting there shall be an electronic vote, requiring a two-thirds ( $\frac{2}{3}$ ) majority vote of the YUFA membership for approval.

Amendments to the YUFA By-Laws are proposed by the YUFA Executive and approved by Stewards' Council with a simple majority vote (50%+1).

Changes to YUFA Policies are approved by Executive.

All the changes, if passed, will become effective June 1, 2019. They will pass as a package, meaning, each one is conditional on all others being approved.

### Timeline

October 2018: Proposed amendments to the Constitution and By-Laws are ratified by the Executive Committee. Proposed changes to YUFA Policies are approved by Executive Committee.

November 2018: Proposed amendments to By-Laws are submitted to Stewards' Council for ratification. Proposed constitutional amendments are submitted to Stewards' Council to be presented to the membership for ratification.

November 2018: Fall General Membership Meeting – proposed constitutional amendments are brought to the membership. Electronic vote for ratification begins after end of the General Membership meeting. Following ratification by two-thirds of voters, the proposed amendments will come into effect at the stipulated date (June 1, 2019).

June 1, 2019: All changes become effective. A transition appointment of one year in effect under the current office holder, who becomes a member of Executive.

December 2019: Call for nominations for Co-chair goes out to the members for a one year transitional term from June 2020 to May 2021.

January 2020: Executive appoints Co-chair.

February 2020: Stewards Council ratifies appointment.

December 2020: Call for nominations for Co-chair goes out to the members for a normal two year term from June 2021 to May 2023.

January 2021: Executive appoints Co-chair.

February 2021: Stewards Council ratifies appointment.

### Changes to Constitution

Proposed Amendments to the YUFA Constitution (changes in **bold**). The constitutional amendments proposed will, if passed, take effect 1 June 2019.

#### 5.2 Membership

This Committee shall consist of the Officers, the Past President, a member of the organization recognized as the representative for Associate members, **the Co-chair of the Joint Committee on the Administration of the Agreement (JCOAA) and Long Range Planning Committee (LRP)** and two representatives elected by Council. Six members shall constitute a quorum for meetings of the Executive Committee. The President of the Association shall Chair the Executive Committee.

#### 6.4 Authorised Association representative

- a. The President shall be the authorised representative of the Association and shall be an ex officio non-voting member of all YUFA standing and ad hoc subcommittees.
- b. In order that the Association shall have at all times an Officer authorised to represent the Association and to conduct its affairs regardless of the absence of specific Executive Officers, the following ranking shall prevail: President; Vice President Internal; Vice President External; Past President; Chief Stewards; Communications Officer; Treasurer; Equity Officers; Recording Secretary; the Council Representatives elected to the Executive Committee, **and the Co-chair of the Joint Committee on the Administration of the Agreement (JCOAA) and Long Range Planning Committee (LRP)**. Where a person other than the President is ranking Officer, she / he shall be designated 'Acting President'. Should the ranking Officer be unable to perform the duties of Acting President, the office shall pass to the next position in the ranking.

#### Changes to By-Laws

Proposed Amendments to the YUFA By-Laws (to become effective on June 1, 2019, and only if the accompanying Constitutional change passes):

2d. The collective bargaining team shall name one of its members ~~who is not member of the Executive Committee~~ as Chief Negotiator. **A Chief Negotiator who is not a member of Executive** shall then become a non-voting member of Executive and shall report regularly to the Executive **for the duration of bargaining. A Chief Negotiator who is a member of Executive remains a voting member of Executive. The President shall not serve as Chief Negotiator.**

#### 15. Officers' Job Descriptions and Annual Compensation

##### **k. Joint Committee on the Administration of the Agreement (JCOAA) and Long Range Planning Co-chair**

**Appointed by the Executive Committee for a two-year term that runs off-cycle with the term of the majority of Executive. Co-chairs all meetings with the Employer regarding the administration of the collective agreement and long-range planning at the University, representing the will of and reporting to the Executive Committee. Officer is a voting member of Executive and submits a work plan and work progress report each year. Shall receive 1.5 full course equivalents of teaching release.**

#### Changes to Policies

Changes Required to Association Policies Re: JCOAA/LRP Co-chair

#### Rules and Procedures for the Executive Committee

Membership (Constitution Article 5.2)



- YUFA Officers (President, Vice President Internal, Vice President External, two Chief Stewards, Communications Officer, two Equity Officers, Treasurer, **Joint Committee for the Administration of the Agreement and Long-Range Planning Co-chair [JCOAA/LRP Co-chair]** and Recording Secretary).

#### YUFA POLICY ON APPOINTMENTS BY EXECUTIVE COMMITTEE

Approved: June 18, 2014

##### 1. JCOAA/LRP

Appointments to the JCOAA/LRP shall take place every two years, **for a term starting on June 1 and ending on May 31 that runs off-cycle with the term of the majority of Executive** ~~after the newly elected Executive takes office~~. Membership shall be as follows:

- Co-chair
- One Chief Steward chosen by Executive
- One Equity Officer chosen by Executive
- One member-at-large
- ~~▪ Chair of Long Range Planning Subcommittee~~

~~Calls for the At-large member and Co-chair and Chair of Long Range Planning Subcommittee will be issued no later than May 1~~ **December 1** of the year prior. The new Executive shall make the appointments **in January** ~~at its first meeting in June~~ and Stewards' Council ratification shall take place **in early February** ~~by July 1, either by a vote at a meeting or by an electronic ballot. The President (otherwise ex-officio non-voting) may serve as interim Co-chair of JCOAA/LRP pending ratification of a new Co-chair or at the discretion of Executive.~~

**Calls for the At large member will be issued in February. Normally the two year terms of At large member, Chief Steward and Equity Officer will run concurrently with that of the Co-chair and off-cycle with the terms of the majority of Executive. The Executive shall make the appointments of At large member, Chief Steward and Equity Officer no later than March and Stewards Council ratification shall take place in early April. If the Chief Steward and/or Equity Officer only have one year left in their officer term, that appointment will be for one year and an additional one-year appointment will happen a year later.**

**Executive can rescind the appointment of Co-chair at any point with a two-thirds majority vote.**

Attachment 5

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**YORK UNIVERSITY FACULTY ASSOCIATION**

**FINANCIAL STATEMENTS**

**APRIL 30, 2018**

# **YORK UNIVERSITY FACULTY ASSOCIATION**

**APRIL 30, 2018**

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## **INDEPENDENT AUDITORS' REPORT**

To the Members of York University Faculty Association:

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the York University Faculty Association, which comprise the statement of financial position as at April 30, 2018 and the statement of operations, statement of changes in fund balances and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements present fairly, in all material respects, the financial position of the York University Faculty Association as at April 30, 2018, and its operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-For-Profit Organizations.

Toronto, Ontario  
October 30, 2018

Chartered Professional Accountants  
Licensed Public Accountant

**YORK UNIVERSITY FACULTY ASSOCIATION**  
**STATEMENT OF FINANCIAL POSITION**

**AS AT APRIL 30, 2018**

	<b>OPERATING FUND</b>		<b>DEFENCE FUND</b>		<b>ARBITRATION FUND</b>		<b>TOTAL</b>	
	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>ASSETS</b>								
<b>CURRENT</b>								
Cash (Note 2)	2,844,999	3,429,123	1,125,901	-	-	-	3,970,900	3,429,123
Investments (Note 3)	408,250	574,851	1,382,432	1,362,917	172,657	170,220	1,963,339	2,107,988
Accounts receivable	1,784	42,745	-	-	-	-	1,784	42,745
Government remittances receivable	694	6,612	-	-	-	-	694	6,612
Prepaid expenses	1,500	13,073	-	-	-	-	1,500	13,073
	<b>3,257,227</b>	<b>4,066,404</b>	<b>2,508,333</b>	<b>1,362,917</b>	<b>172,657</b>	<b>170,220</b>	<b>5,938,217</b>	<b>5,599,541</b>
CAPITAL ASSETS (Note 4)	41,516	28,214	-	-	-	-	41,516	28,214
	<b>3,298,743</b>	<b>4,094,618</b>	<b>2,508,333</b>	<b>1,362,917</b>	<b>172,657</b>	<b>170,220</b>	<b>5,979,733</b>	<b>5,627,755</b>
<b>LIABILITIES</b>								
<b>CURRENT</b>								
Accounts payable & accrued liabilities (Note 5)	252,376	168,237	-	-	-	-	252,376	168,237
Accrued release time (Note 5)	89,585	119,823	-	-	-	-	89,585	119,823
Accrued employee costs (Note 6)	82,300	66,500	-	-	-	-	82,300	66,500
Funds held in trust (Note 2)	1,608,430	3,206,778	-	-	-	-	1,608,430	3,206,778
Capital lease obligation (Note 7)	6,672	7,569	-	-	-	-	6,672	7,569
Current portion of loan payable (Note 8)	70,000	35,000	-	-	-	-	70,000	35,000
	<b>2,109,363</b>	<b>3,603,907</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,109,363</b>	<b>3,603,907</b>
ACCRUED EMPLOYEE COSTS (Note 6)	454,300	255,400	-	-	-	-	454,300	255,400
CAPITAL LEASE OBLIGATION (Note 7)	29,790	15,999	-	-	-	-	29,790	15,999
LOAN PAYABLE (Note 8)	35,000	70,000	-	-	-	-	35,000	70,000
	<b>2,628,453</b>	<b>3,945,306</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,628,453</b>	<b>3,945,306</b>
FUND BALANCES	670,290	149,312	2,508,333	1,362,917	172,657	170,220	3,351,280	1,682,449
<b>NET ASSETS</b>								
Constitutionally restricted	-	-	800,000	800,000	120,000	120,000	920,000	920,000
Internally restricted	-	-	1,708,333	562,917	52,657	50,220	1,760,990	613,137
Unrestricted	670,290	149,312	-	-	-	-	670,290	149,312
FUND BALANCES	670,290	149,312	2,508,333	1,362,917	172,657	170,220	3,351,280	1,682,449

APPROVED ON BEHALF OF THE EXECUTIVE: \_\_\_\_\_ President \_\_\_\_\_ Treasurer

SEE ACCOMPANYING NOTES

**YORK UNIVERSITY FACULTY ASSOCIATION**  
**STATEMENT OF OPERATIONS**

**FOR THE YEAR ENDED APRIL 30, 2018**

	<b>OPERATING FUND</b>		<b>DEFENCE FUND</b>		<b>ARBITRATION FUND</b>		<b>TOTAL</b>	
	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>REVENUE</b>								
Membership <i>(Note 9)</i>	2,658,242	2,416,395	-	-	-	-	2,658,242	2,416,395
Other operating income <i>(Note 10)</i>	147,712	42,745	-	-	-	-	147,712	42,745
	<b>2,805,954</b>	<b>2,459,140</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,805,954</b>	<b>2,459,140</b>
<b>DIRECT COSTS</b>								
CAUT fees	257,980	258,218	-	-	-	-	257,980	258,218
OCUFA fees	255,666	254,141	-	-	-	-	255,666	254,141
CAUT defence fund contributions	101,921	97,267	-	-	-	-	101,921	97,267
Other	42,088	43,072	-	-	-	-	42,088	43,072
	<b>657,655</b>	<b>652,698</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>657,655</b>	<b>652,698</b>
	<b>2,148,299</b>	<b>1,806,442</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,148,299</b>	<b>1,806,442</b>
<b>EXPENDITURES</b>								
Salaries and benefits	1,174,363	1,105,071	-	-	-	-	1,174,363	1,105,071
Professional fees <i>(Note 11)</i>	356,339	337,442	-	-	-	-	356,339	337,442
Release time <i>(Notes 5 and 12)</i>	231,190	199,174	-	-	-	-	231,190	199,174
Community support <i>(Note 13)</i>	106,413	183,438	-	-	-	-	106,413	183,438
Solidarity and off-campus office	81,624	8,907	-	-	-	-	81,624	8,907
Office	38,616	70,463	-	-	-	-	38,616	70,463
Meetings and hospitality	36,515	33,074	-	-	-	-	36,515	33,074
Travel and conferences	34,981	7,333	-	-	-	-	34,981	7,333
Faculty and Graduate Co-operative <i>(Note 8)</i>	30,000	150,000	-	-	-	-	30,000	150,000
Amortization	10,650	10,673	-	-	-	-	10,650	10,673
Stipends <i>(Note 5)</i>	9,600	61,122	-	-	-	-	9,600	61,122
Retirement Centre support	9,738	9,738	-	-	-	-	9,738	9,738
	<b>2,120,029</b>	<b>2,176,435</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,120,029</b>	<b>2,176,435</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES BEFORE OTHER INCOME</b>	<b>28,270</b>	<b>(369,993)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,270</b>	<b>(369,993)</b>
Investment income <i>(Notes 3 and 14)</i>	11,691	9,879	23,044	18,611	2,437	2,324	37,172	30,814
Other income <i>(Note 2)</i>	481,017	-	1,122,372	-	-	-	1,603,389	-
	<b>492,708</b>	<b>9,879</b>	<b>1,145,416</b>	<b>18,611</b>	<b>2,437</b>	<b>2,324</b>	<b>1,640,561</b>	<b>30,814</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<b>520,978</b>	<b>(360,114)</b>	<b>1,145,416</b>	<b>18,611</b>	<b>2,437</b>	<b>2,324</b>	<b>1,668,831</b>	<b>(339,179)</b>

SEE ACCOMPANYING NOTES

# YORK UNIVERSITY FACULTY ASSOCIATION

## STATEMENT OF CHANGES IN FUND BALANCES

FOR THE YEAR ENDED APRIL 30, 2018

	Defence Fund \$	Restricted Arbitration Fund \$	Operating Fund \$	2018 \$	2017 \$
<b>FUND BALANCES</b>					
Beginning of year	1,362,917	170,220	149,312	1,682,449	2,021,628
Excess (deficiency) of revenue over expenditures	1,145,416	2,437	520,978	1,668,831	(339,179)
<b>End of year (Note 15)</b>	<b>2,508,333</b>	<b>172,657</b>	<b>670,290</b>	<b>3,351,280</b>	<b>1,682,449</b>

# YORK UNIVERSITY FACULTY ASSOCIATION

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED APRIL 30, 2018

	2018 \$	2017 \$
<b>CASH, beginning of year</b>	<b>5,537,111</b>	<b>2,565,579</b>
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>		
Membership fees	2,657,578	2,429,140
Funds held in trust	5,041	3,206,778
Interest on capital lease	(884)	(1,157)
Stipends	(8,856)	(100,653)
Community support	(9,564)	(160,768)
Travel and conferences	(20,049)	(9,176)
Overhead and general	(22,856)	(82,531)
Faculty and Graduate Co-operative	(30,000)	(150,000)
Meetings and hospitality	(35,839)	(37,134)
Release time	(206,964)	(316,078)
Professional fees	(355,138)	(339,264)
Direct costs	(657,690)	(653,593)
Salaries and benefits	(953,781)	(932,450)
	<b>360,998</b>	<b>2,853,114</b>
<b>FINANCING ACTIVITIES</b>		
Increase (decrease) of obligation under capital lease	21,346	(15,747)
Loan proceeds	-	105,000
	<b>21,346</b>	<b>89,253</b>
<b>INVESTING ACTIVITIES</b>		
Investment income	37,172	30,815
Capital asset acquisitions	(22,388)	(1,650)
	<b>14,784</b>	<b>29,165</b>
<b>CASH, end of year</b>	<b>5,934,239</b>	<b>5,537,111</b>
<b>CASH CONSISTS OF:</b>		
Cash	3,970,900	3,429,123
Investments	1,963,339	2,107,988
	<b>5,934,239</b>	<b>5,537,111</b>



# YORK UNIVERSITY FACULTY ASSOCIATION

## NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2018

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### PURPOSE OF THE ORGANIZATION

The purpose of York University Faculty Association ("YUFA", "the Association") is to promote the welfare of York University ("the University") as an institution of higher learning and the socio-economic and general welfare of its academic staff, including the regulation of employment relations between the University and its academic staff. The Association shall promote the defence and extension of the civil rights and liberties of academic staff and the preservation and advancement of free democratic trade unionism. The Association is the certified bargaining agent of persons holding appointments as full-time faculty members or full-time librarians employed by the University.

YUFA is a not-for-profit organization and is exempt from tax under the provisions of the Income Tax Act of Canada.

YUFA meets its objectives by advocating on behalf of its members, including sponsoring mediation and arbitration, and negotiating collective agreements with the University.

### 1. SIGNIFICANT ACCOUNTING POLICIES

These financial statements were prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations and are in accordance with Canadian generally accepted accounting principles.

#### (a) Fund accounting

The Association uses fund accounting.

General activities are reflected in the Operating Fund. The Operating Fund target is 37.5% of the average three year operating budget.

The Defence Fund was established to provide a resource fund for the membership in the event of a strike or other dispute. Provided the Operating and Arbitration Funds have met their respective targets, surplus funds are to be transferred to the Defence Fund to meet its target level of 155% of the average three year operating budget. Investment income may be transferred to the Operating Fund, provided that the Defence Fund balance is in excess of 155% of the average three year operating budget.

The Arbitration Fund was established to provide sufficient financial resources for the membership to provide arbitration, or similar support. The balance of the Arbitration Fund is to be maintained at a minimum level that represents the estimated cost to YUFA of thirty days arbitration. Provided the Operating Fund has met its target level, funds are to be transferred to the Arbitration Fund to meet its target level of 7.5% of the average three year operating budget. Investment income may be transferred to the Operating Fund provided that the fund balance is in excess of 7.5% of the average three year operating budget.

Investments are held on a pooled basis for ease of management.

#### (b) Investments

Investments are recorded at cost on the date of purchase, which is their fair value. Investment income is accrued and recognized as income up to the year end date.

# YORK UNIVERSITY FACULTY ASSOCIATION

## NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2018

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### 1. SIGNIFICANT ACCOUNTING POLICIES, continued

#### (c) Capital assets

Capital assets are recorded at cost. Amortization is provided annually at rates calculated to write off the assets over their estimated useful lives as follows:

Computer equipment	-	45% declining balance
Furniture and fixtures	-	20% declining balance
Assets under capital lease	-	straight-line over the term of the lease

#### (d) Revenue recognition

The Association follows the deferral method of accounting for revenue. Membership fee revenue is comprised of unrestricted contributions that are recognized as revenue when received or when receivable, if the amount to be received can be reasonably estimated and if collection is reasonably assured. Membership fees are calculated as 1.25% of each individual member's annual base salary rate.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred.

Other income is recognized as revenue when it is received or receivable.

#### (e) Contributed services

Contributed Services are recorded when the fair value can be reasonably estimated.

#### (f) Financial instruments

The Association's financial instruments comprise cash, investments in interest bearing instruments, accounts receivable, accounts payable, accrued liabilities and loan payable.

Cash, accounts receivable, accounts payable and accrued liabilities, and loan payable are reported at their fair values on the statement of financial position, which are the same as the carrying value.

#### (g) Cash and cash equivalents

The Association considers deposits on account and investments as cash and cash equivalents.

#### (h) Use of estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingencies at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. The organization uses estimates in assessing the amount of accrued liabilities, accrued employee costs, and useful life of capital assets. Actual results could differ from those estimates.

### 2. FUNDS HELD IN TRUST

In fiscal 2017, YUFA became the custodian of funds representing the refund of Long Term Disability premiums paid by members of YUFA over the past number of years. In fiscal 2018, the General Membership approved the funds to be used as follows: 50% to provide retroactive indexing of those who have been most affected, 35% to be allocated to the YUFA Defence Fund and 15% to be allocated to the YUFA Operating Fund.

# YORK UNIVERSITY FACULTY ASSOCIATION

## NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2018

### 2. FUNDS HELD IN TRUST, continued

As such, \$1,122,373 is recognized as other revenue to the Defence Fund and \$418,017 as other revenue to the Operating Fund. The remainder, \$1,608,430, including \$5,040 of interest income, is held in trust for distribution as the membership sees fit.

### 3. INVESTMENTS

Investments are comprised of guaranteed investment certificates and term bonds, earning interest at rates from 0.65% to 2.36%. The investment balance includes accrued interest of \$65,918 (2017 - \$55,189).

### 4. CAPITAL ASSETS

	Cost	Accumulated Amortization	Net 2018	Net 2017
	\$	\$	\$	\$
Computer equipment	14,825	10,938	3,887	4,355
Furniture and fixtures	31,022	29,257	1,765	2,206
Assets under capital lease	36,462	598	35,864	21,653
	<b>82,309</b>	<b>40,793</b>	<b>41,516</b>	<b>28,214</b>

### 5. RELEASE TIME AND STIPENDS

Each year members of the YUFA Executive Committee are granted release from their teaching duties to participate in YUFA activities. Approved release time for the Executive is as follows. Additional release time may be granted at the discretion of the Executive.

President	full teaching release
Vice President, Internal	1.5 full course equivalents of teaching release
Vice President, External	1.5 full course equivalents of teaching release
Chief Stewards	full teaching release
Equity Officers	1 full course equivalent of teaching release
Communications Officer	1.5 full course equivalents of teaching release
Treasurer	1 full course equivalent of teaching release
Recording Secretary	1 full course equivalent of teaching release
Past President	0.5 course equivalent of teaching release

As there is no requirement to take teaching release in the year granted, individuals may choose to defer this compensation to future years. The liability of \$89,585 (2017 - \$119,823) represents the estimated value of 4.0 (2017 - 5.5) teaching release grants to be taken in the future.

Included in accounts payable and accrued liabilities is \$27,312 (2017 - \$44,280) related to unpaid stipends granted to members of the Executive for service in prior years. Stipends are no longer granted.

# YORK UNIVERSITY FACULTY ASSOCIATION

## NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2018

### 6. EMPLOYEE COSTS

Accrued employee benefits are comprised of commitments for vacation pay and post-retirement benefits such as supplemental group benefit coverage, RRSP top up payments and lump sum financial assistance payments.

In addition to the amounts accrued in the financial statements, the Collective Bargaining Agreement with the YUFA employees provides for the payment of other post-retirement benefits, the value of which cannot be reasonably estimated and therefore no accrual is included in the financial statements.

### 7. CAPITAL LEASE OBLIGATION

The Association entered an agreement to acquire office equipment financed by capital lease. The obligation under capital lease represents the minimum lease payments payable, net of imputed interest at a rate of 4.45% per annum. The lease matures April 2023. Equipment under capital lease is pledged as collateral.

The Association's obligation under capital lease consists of:

	\$
Lease payments repayable in blended annual payments of \$8,294	41,471
Less: Amount representing interest	<u>5,009</u>
	36,462
Less: Current portion	<u>6,672</u>
Long term portion	<u>29,790</u>

### 8. YORK UNIVERSITY FACULTY AND GRADUATE STUDENT CO-OPERATIVE CORPORATION

YUFA committed to contribute \$180,000 towards the York University Faculty and Graduate Student Co-operative Corporation ("et al.", the "Club"), which is also funded by contributions from the York University Graduate Students' Association and the York University Administration. et al. provides a restaurant and beverage facility and is to be a space for collegial interaction for the academic community at York University. YUFA members receive membership in the Club.

In fiscal 2017, YUFA contributed \$150,000 to et al, with the balance of \$30,000 paid in fiscal 2018. To finance these expenditures, a loan of \$105,000 was provided by the YUFA Trust. The loan is non-interest bearing and expected to be paid in full by May 2019.

A further \$25,000 has been committed to be paid in 2019 to assist with ongoing operations of the Club.

### 9. MEMBERSHIP

Included in membership fee revenue are the following amounts, collected from the members of the Association as special levies :

	2018 \$	2017 \$
To support Community Projects	2,890	34,918
To support the Centre for Refugee Studies	-	71,810
To support et al.	31,888	26,228

# YORK UNIVERSITY FACULTY ASSOCIATION

## NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2018

### 10. OTHER INCOME

Other income includes \$30,000 from York University received pursuant to Article 26.11, the Transgendered Health Fund, \$100,000 from the YUFA Trust to support community projects, and \$17,712 for the recovery of stipends forgiven in the year.

### 11. ARBITRATION EXPENSES

Under the provisions of the YUFA By-laws, arbitration expenses exceeding the average of the prior three years may be charged to the Arbitration Fund. No arbitration costs were charged to the Arbitration Fund in the year (2017 - \$Nil).

### 12. CONTRIBUTED SERVICES

There is an agreement in place with York University to provide various services to the Association, the most significant of which are free office rent and course release time for members of the Executive Committee. The approximate value of one course release is \$21,786, with York University providing eight course releases.

Volunteers contribute numerous hours each year to the Association. As the fair value of the contributed services cannot be reasonably estimated, they are not recognized in the financial statements.

### 13. COMMUNITY SUPPORT

Community support grants provided during the year are comprised of the following:

	2018 \$	2017 \$
Community projects	76,413	81,623
Centre for Refugee Studies	-	71,815
Article 26.11 - Transgendered Health Fund	30,000	30,000
	<u>106,413</u>	<u>183,438</u>

### 14. INVESTMENT INCOME

Under the provisions of the YUFA By-laws, investment income earned on the Defence Fund may be transferred to the Operating Fund if the balance of the Defence Fund exceeds 155% of the average three years operating budget. No investment income was transferred in the year (2017 - \$nil).

Under the provisions of the YUFA By-laws, investment income earned on the Arbitration Fund may be transferred to the Operating Fund if the balance of the Arbitration Fund exceeds 7.5% of the average three years operating budget. No investment income was transferred in the year (2017 - \$nil).

# YORK UNIVERSITY FACULTY ASSOCIATION

## NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2018

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### 15 FUNDS TRANSFER

Under the provisions of the YUFA By-laws, if the Operating Fund balance exceeds 37.5% of the average three year operating budget, excess funds are to be transferred to the Arbitration Fund, then the Defence Fund, so that these funds maintain minimum balances of 7.5% and 155% of the average three year operating budget, respectively.

As the Operating Fund is below target no transfers are made to either the Arbitration or Defence Funds in the year.

### 16. FINANCIAL INSTRUMENTS

The Association's financial instruments include cash and investments in interest bearing instruments. The main purpose of the investments is to provide financing for the organization's activities.

The Association has other financial assets and liabilities such as accounts receivables, accrued liabilities and loans payable which arise directly from operations. The main risk arising from the Association's financial instruments are interest rate risk and credit risk.

#### Interest Rate Risk Exposure

The Association's exposure to the risk of changes in market interest rates relates to the Association's cash and investment balances. The Association manages its risk by investing in liquid, interest bearing investments.

#### Credit Risk Exposure

The credit risk on the financial assets of the Association equates to the carrying amount. The Association carries receivables from recognized third parties. Receivable balances are monitored on a regular basis to minimize the exposure to bad debt. Credit risk associated with cash and investments is limited to the risk of default by the counter party, with a maximum exposure equal to the carrying amount of these assets.

### 17. COMPARATIVE FIGURES

Certain of the prior year's figures have been reclassified to conform with the current year's presentation.

*Attachment 36*

**Collegial Governance, not Managerialism  
YUFA's Governance Proposals**

YUFA members have experienced a widespread deterioration in the employer's observance of faculty member's collegial rights with respect to matters of University governance. YUFA's [bargaining proposals](#) are designed to address the growing collegiality deficit at York by introducing a number of important amendments to our Collective Agreement. Thus far the employer has been unresponsive to our proposals and has failed to acknowledge the concerns that YUFA members across the university have expressed about the decline of collegial governance.

Our proposals are designed to restore meaningful faculty participation and input to key governance activities such as decanal and presidential searches. We are also seeking stronger recognition of Senate's authority over academic matters at York as established by the York University Act. Finally, we have developed proposals to ensure that the Board of Governors fulfills its own explicit mandate (expressed in its by-laws) to represent – and to be responsive to – a broad range of stakeholders within the University and in the community at large.

Key Governance and Collegiality Proposals

**PRESIDENTIAL SEARCHES AND APPOINTMENTS MUST BE OPEN AND TRANSPARENT**

Our proposals insist on the need for York to return to its past Presidential Search and Appointment process, which, until 2005, was open to the participation of YUFA colleagues at Senate after the short-listing stage. YUFA proposes that "[t]he President shall be appointed on the basis of consultation with Senate....which means with the full Senate acting as a committee of the whole. The search committee shall provide a venue for a public presentation by each short-listed candidate and invite attendees to submit their comments in writing to the committee. Ballots shall be provided so that each short-listed candidate can be ranked in order of preference and as to acceptability, and so that written comments can be provided to the committee if so desired. Any shortlisted candidate receiving at least 50% plus one of "unacceptable" votes will not go forward to the Board of Governors for appointment."

**VICE-PRESIDENTIAL APPOINTMENTS**

We are also proposing that the requirement of an open search shall be restored "to all academic administrative positions at the managerial level, presently known as Vice-President Academic (Provost) and Vice-President Research and Innovation" and to all university Vice-Presidents.

**APPOINTMENTS OF DEANS AND PRINCIPALS**

The senior administration has recently announced a pilot project that could allow for partially open decanal searches in which the final shortlisted candidates would give an address to the Faculty Council in question and input would be sought from members of the Faculty. Unfortunately, the Employer's model only applies to cases where all of the final shortlisted candidates agree to an open stage. If even one candidate asks for a secret and confidential search, the process would remain fully closed. YUFA is proposing that the open stage be fully regularized.

**ROLE OF SENATE**

In relation to Senate, YUFA is proposing to enshrine the recognition of bicameral governance mandated by Section 12 of The York University Act as part of our collective agreement by



affirming the Senate's responsibility for the academic policies of the university. In particular, we are proposing language that would ensure that Senate is assured 'the power to approve all mission statements, strategic and academic plans and strategic mandate agreements that have a bearing on academic policy.' This proposal grows out of a concern with a recently imposed practice wherein key planning documents dealing with academic policy, such as the Institutional Integrated Resource Plan (IIRP) and the Strategic Mandate Agreement (SMA) negotiated with the Ontario Government, have only been brought to Senate for discussion and not for a vote and approval. In addition to restoring voting privileges in relation to academic planning and strategic mandate agreements, we must ensure that such documents are circulated in a timely manner, so that Senate members may review, discuss and if necessary amend them in advance of university or external (government) deadlines.

## **BOARD OF GOVERNORS**

Faculty have expressed increasing concern that the composition of York's Board of Governors no longer fulfills the mandate of membership breadth and community representation clearly enshrined in the Board's own by-laws. That document asserts that the Board's external members should:

broadly represent the public community. Without limiting the generality of the foregoing such candidates shall be reflective of the Arts, Business, Industry, Labour, Professions, Sciences and the community at large.

It is clear that this by-law has not been observed. While it is important that at least some Board members should be drawn from areas of business and finance, the current membership of the Board almost exclusively represents those areas. YUFA has proposed that a minimum number of seats be reserved for members from other sectors including (1) the public/government sector, (2) community, arts and voluntary sector and (3) labour, human rights and social justice areas.

Other proposals related to the Board of Governors seek to address problems of Board process and the exclusion of "internal" board members, particularly faculty members, from the most powerful committees of the Board. These proposals include the following demands:

- A meaningful number of members internal to the York community - including faculty members – should be elected by constituencies on campus, and not merely by Senate.
- YUFA members on the Board will no longer become excluded from YUFA, potentially losing their collective agreement rights, including academic freedom. Members of other campus unions who become elected to serve on the Board of Governors do not have to relinquish their membership in their union. YUFA is proposing that where the Board takes up matters related to members' interests as employees then recusal from those matters of governance is sufficient to avoid any conflict of interest.
- A representative number of members internal to York should be appointed to the Executive Committee, Finance committee and the Governance and Human Resources Committee of the Board (three of the most powerful governance committees at York).
- An open and transparent nomination process for external members be instituted wherein nominee statements and qualifications be circulated publically (currently, there is no nomination process for external members, let alone one that is open and transparent).



- To ensure transparency and accountability, "All members of the Board shall have the right to communicate with their constituencies, and the public generally, on non-confidential matters pertinent to the governance of York University, including the sharing of non-confidential information."

## **UNIVERSITY BUDGET ADVISORY COMMITTEE**

The President has recently established a new University Budget Advisory Committee mandated to address the budget issues underlying academic and institutional priorities. Unfortunately, in a departure from the constitution of budget advisory committees at most other universities, there is no provision for faculty and student appointees to the committee. The current composition includes only the President, VPs and Deans on a rotating basis. YUFA is proposing that the university adopt the model of other universities such as [University of Toronto](#) and [Dalhousie](#), where faculty and student members are included on the committee. This would begin to address the frequent expressions of concern at York about the lack of financial transparency.

## **CONCLUDING REMARKS**

In this round of collective bargaining, YUFA 's governance and collegiality proposals represent the most comprehensive package of governance reforms to be pursued by YUFA in recent history at York. Drawn from and approved by YUFA members, these proposals seek to address the fact that the Employer has supplanted what were, until recently, normatively understood to be the collegial rights of the University's Academic Staff. Bolstered by member direction and support, these proposals provide an opportunity to cultivate a structure of governance that serves our central values, principles, and protections as the appropriate governors of academic matters and freedoms at York. This is especially important in relation to the nomination and appointment of upper level administrators (President, Vice President/Provost and Deans) *and* members of the formal bodies (e.g., Senate and the BOG) that are responsible for fair, democratic and just university governance.