

VUFA 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
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: Governance Issues
a. Motion: Ad Hoc Committee on Governance (Attachment 3a)
b. Governance Backgrounder (Attachment 3b) | 10:50 | 90 minutes* |
| 6. Ford Government Policy - Higher Education | 12:20 | 30 minutes |
| 7. Proposed Constitutional Amendment: Role of JCOAA/LRP Co-Chair
(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 Metis, 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 Latch for d. 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 1/2 majority.

Yes: 162

No: 93

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($\frac{1}{2}$) 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 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 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

YORK UNIVERSITY FACULTY ASSOCIATION

FINANCIAL STATEMENTS

APRIL 30, 2018

YORK UNIVERSITY FACULTY ASSOCIATION

APRIL 30, 2018

CONTENTS

	Page
INDEPENDENT AUDITORS' REPORT	
FINANCIAL STATEMENTS	
Statement of Financial Position	2
Statement of Operations	3
Statement of Changes in Fund Balances	4
Statement of Cash Flows	5
Notes to Financial Statements	6 - 11



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.

A handwritten signature in black ink that reads "Monte-Lisi & Smith".

Chartered Professional Accountants
Licensed Public Accountant

Toronto, Ontario
October 30, 2018