



McMaster University Faculty Association

1280 Main Street West, HH103A, Hamilton, ON L8S 4K1

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<http://www.macfaculty.mcmaster.ca>

ANNUAL GENERAL MEETING

Wednesday, April 26th, 2023

Great Hall, University Club

1:30 p.m.

AGENDA

1. **Minutes** of the Emergency Meeting held November 22nd, 2022 (attached) and the General Meeting held December 8th, 2022 (attached)
2. **Business Arising**
3. **Committee Reports**
 - a. Association Standing Committees (attached)
 - b. University Committees and Boards (attached)
4. **Returning Officer's Report: Catherine Anderson**
Election of the 2023/2024 Executive Committee
5. **Treasurer's Report: Aadil Juma**
 - a. Statement of Cash Receipts and Expenditures as of March 31, 2023 and Preliminary Budget for 2023/2024 (attached)
 - b. Appointment of Auditor for 2023/2024: Marco D'Ercole, CloudCPA LLP
6. **ORDER OF THE DAY:**
OCUFA'S Priorities for the upcoming year: Sue Wurtele, OCUFA President and Jenny Ahn, Executive Director
7. **President's Report: K. Cuff**
8. **Announcement of CAUT Dedicated Service Award: K. Cuff**
9. **Other Business**
10. **Announcement of MUFA Service Award: K. Cuff**

**The meeting will be followed by a reception in honour of the
MUFA Service Award winners**



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MINUTES of the EMERGENCY MEETING

Tuesday, November 22nd, 2022

3:00 p.m.

Meeting was held virtually via Zoom

1. Business Arising

Nearly 200 faculty members, including members of the MUFA Executive and Joint Committee, attended an emergency meeting on November 22nd, 2022, called to address faculty concerns around actions and communications taken by the upper administration during the TA strike. Katherine Cuff, MUFA President, made opening remarks about the reason for the meeting.

Following K. Cuff's opening comments, several faculty members spoke; their names have been removed from the minutes as requested at the end of the meeting. They raised the following concerns or made the following comments:

- The Provost's messages pose threats to academic freedom and collegial governance.
- Faculty members need to be informed by Chairs and Directors about what is happening with the strike. Communications from the Provost limiting this speech contravene policy and undermine the full functioning of the departments.
- The Provost's interpretation of policy is incorrect regarding the centralization of data about course changes.
- The administration is undermining faculty governance and academic freedom.
- Faculty members should not be required to modify course outlines and assignments. because of the strike, as this goes against academic freedom and undermines the course learning objectives.
- The policy says faculty who cancel class to support the strike lose pay for one day, not ongoing loss of pay. The upper admin has said things that are contrary, we want clarification.
- The policy states that faculty are not required to do the work of striking TAs. But in large classes with lots of essay writing, how can the marking be completed without undermining the quality of the assessment?
- The administration's hard-line approach is harming all units.
- Faculty members are upset with the threatening language coming from upper administration, particularly about Chairs and Directors not being able to discuss the strike with their faculty members, as it undermines the ability of faculty to make informed decisions.
- We need to reassert that collegial governance means that faculty should be judged by a jury of their peers in regard to the Faculty Code of Conduct, rather than fiat from above.

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- The policy says that MUFA members are allowed to speak about the strike. Messaging from the Provost to Chairs and Directors ignored this policy.
 - Not all members have a problem with the communication from the Provost, and there was a request to hear from dissenting voices.
 - Not all members were swayed by freedom of speech issues raised, some felt it is okay for the Provost to tell Chairs what they can and cannot communicate to their faculty.
 - How do faculty handle work that has already been handed in but remains unmarked? How does this impact students who completed the work but it will never be marked and instead will be removed from the course evaluation?
 - We need concrete solutions that consider the students who need to complete the course and progress to the next level.
 - There is a need for better collective action and support if faculty face threats of reprisal when exercising their rights. For example, the policy states that faculty do not have to cross the picket line.
 - Faculty are encouraged to use the MUFAGab email list for communication and organizing around the strike.
 - Messaging (from upper admin) to undergrads on November 20th, about when missed work would be addressed and resolved only after the end of the semester, contradicts policy and represents their interpretation of policy; more specifically, item #7 from the Daily News. This edict places faculty in the middle of student – faculty - admin and how do we resolve this.
 - The administration is increasingly top-down, and MUFA will need to become more activist going forward.
 - We have a Faculty Association, not a Union, so we don't have the same protections. How do we stand up to the administration?
 - K. Cuff asked: Should we ask the administration to publicly commit to following and upholding policies?
 - The employer will always try to interpret policies in a way that is beneficial to them, but that does not guarantee that is what the policy means.
 - Unfortunately, there is no consequence for the administration ignoring policy or what MUFA says in Joint Committee.
 - MUFA should identify two or three items/issues of concern to all faculty members, and where there is broad consensus, that it can advance on behalf of the membership.
 - Policy does not speak to pressing issues such as how to approach assigning marks of incomplete. Faculty should collectively decide how they want to proceed with help from MUFA.
 - TAs feel faculty are being threatened and will do their work, thus undermining the strike, even though policy states that faculty should not do work assigned to TAs.
 - Some faculty members called for a public statement from MUFA in support of the CUPE
 - We should be focusing on solutions rather than confrontational emotions. We are receiving contradictory information from the administration, and this warrants a conversation about how to deal with our own classes without the work of striking TAs, how to ensure student outcomes, and what is best practice under the circumstances.
 - Faculty should support students but not do the work of TAs. Faculty should submit final marks because it supports students.
 - Beyond the strike we need a conversation about graduate students and a living wage.
 - One faculty member noted that the funding for graduate students is different in each Faculty and that in some Faculties, TAships represent a much smaller percentage of the total funding package.

- Some faculty members felt there was an urgency for MUFA to make a public statement in support of the Union and the Strike.
- Some faculty noted that there will be negative impacts on the future of the academy if we do not consider graduate students' experience.

The discussion at the meeting centered around the issues raised and the need for MUFA to advance the concerns of the membership. The meeting called for MUFA to identify a few pressing issues that have broad consensus and work on those on behalf of the membership.

To close the meeting, MUFA President K. Cuff thanked everyone for their feedback and noted that we would take their concerns to the administration.

2. Other Business

There was no other business.

Meeting adjourned at 5:18 pm



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25 November 2022

Dear MUFA members,

We are writing to update you on our recent efforts to address the concerns and issues impacting our membership. We heard from many of those in attendance (over 175 faculty members) at the emergency MUFA meeting held on Tuesday, November 22nd and from faculty members who reached out individually about their concerns with the directives and communications from the Office of the Provost relating to the CUPE 3609 Unit 1 strike.

The issues raised at this emergency meeting are deeply troubling and we agree that the current circumstances are serious, affect our membership, and must be addressed by the administration. The MUFA Executive remains committed to representing its membership and advocating on each member's behalf; we are grateful for members' time and effort in voicing their concerns.

Outlined below is a summary of our recent activities and advocacy:

1. A key area of concern was how faculty members could uphold academic integrity in their courses given two seemingly contradictory directives made by the University leadership: our freedom not to undertake work that had been assigned to TAs (as per our Joint Committee policy) versus the instruction not to submit a final mark for the course without the recourse of submitting a grade of incomplete (INC). We sent a letter outlining this concern and subsequently met with the administration to seek a resolution to this issue. Please refer to the email message from the Deputy Provost and Vice-Provost (Teaching and Learning) dated November 25th which outlines the process for assigning a final grade of incomplete (INC) for academic reasons.
2. Many members expressed concern about how their rights, as stated in the [Rights and Responsibilities of Faculty during Work Stoppages by Other Groups](#) policy, will be upheld. This is a Joint Committee policy which means it was negotiated by MUFA on behalf of its members and the MUFA Executive is here to protect its members under this policy. We will continue to actively advise and support members having difficulty navigating directives from the administration, need consultation related to challenges associated with completing their courses, or are being asked to do things that contravene aspects of the policy.

As some members may be contending with immediate issues and may be seeking legal support or would like to have specific questions answered by MUFA legal counsel regarding the strike, we have arranged for legal counsel to be available over Zoom on Monday, November 28th from 2:30 - 3:30 pm. Please contact the Special Enquiries and Grievances Committee at mufasegc@mcmaster.ca to request to meet with legal counsel.

Should this initial meeting be insufficient to meet demand, we will schedule additional meeting times.

3. Members outlined concerns related to the administration's interpretations of the Senate approved [Rights and Responsibilities of Undergraduate Students During Work Stoppages That Substantially Disrupt Academic Activities](#) policy. We raised this concern to the administration and this resulted in an update to Item 7 of the "[Top 10 Things Undergraduate Students need to know about the CUPE 3906, Unit 1 Strike](#)" posted to the Daily News. This statement is now in keeping with the intent of the policy.
4. Several faculty members expressed concerns with potential centralization of employee information during the lead-up to Monday's strike action. We have confirmed that the online forms created to collect information regarding contingency planning were Faculty-owned and the data was not centralized.
5. Graduate funding is one of the key issues of the current labour action. Through this process we have come to learn that the composition of funding packages for graduate students differ greatly across Faculties. Graduate students in some Faculties depend much more heavily on salary from teaching assistantships than other Faculties.

The MUFA Executive strongly believes that a comprehensive review of McMaster's overall graduate funding model needs to be undertaken. We raised the possibility of a comprehensive review with the administration, and it was received positively. How such a review of McMaster's graduate funding model would be structured in terms of type of committee and composition, terms of reference, reporting, outcomes, etc. would need careful thought, but it is something that MUFA Executive is committed to seeing happen at McMaster in the near future.

6. We recognize the importance of MUFA faculty having a way to communicate about pressing issues both within and across Departments, Programs and Faculties at McMaster. We encourage members to access the distribution list "[MUFAGab](#)" which you can subscribe to by following this link: <https://mailman.mcmaster.ca/mailman/listinfo/mufagabmac-l>. Please note that a VPN connection may be required to access this link.

We acknowledge the strain our members have experienced the past couple of weeks, and hope that this email forum can be used to build community and to share vital and evolving information.

We would like to thank all of the MUFA members that have approached us about their concerns over the last few days. We will continue to engage the administration to ensure the rights of our members. We rely on your input to prioritise our efforts and strongly encourage you to continue sharing your questions and concerns.

The MUFA Executive



Completion of Courses and Grades

1. What should instructors do with student work that was submitted before the start of the strike and would normally be graded by TAs?

Course work that has already been submitted, but cannot be graded, may be weighted differently and/or assessed differently, including being graded as a pass/fail assignment, if possible.

2. If an instructor is unable to assign a final grade in a course, should they enter Incomplete (INC) grades on Mosaic prior to the grade submission deadline?

In circumstances where a final grade cannot be determined for academic reasons (e.g. essential learning activities and assessments are not complete and/or graded) and the faculty member has determined that the essential learning outcomes of the course cannot be completed in the absence of TA support, then the faculty member should work in consultation with the chair, director, or program lead to identify an alternative plan that is appropriate to the program. This can include a mark of incomplete (INC), or some other suitable placeholder.

Whereas the decision that a final grade cannot be determined for academic reasons takes place at the departmental level, the notation INC (or another suitable alternative) can only be entered on Mosaic by Faculty or program offices and should be preceded by specific conversations with the instructor(s) to determine the status of the course assessments necessary for grade submission (in a case where the final grade cannot be determined for all students in a course) or with the student(s) to identify plans to complete the student work (when the INC notation will be used for an individual student).

Please also note that we are currently working closely with Faculty Offices to implement an efficient administrative process.

3. What happens if an undergraduate student is either unable to or chooses not to participate in academic activities because of the strike?

According to the [Rights and Responsibilities of Undergraduate Students During Work Stoppages That Substantially Disrupt Academic Activities](#), undergraduate students in these situations have a right to extended deadlines, make-up tests and assignments, reasonable alternative access to course materials, and/or other special arrangements as may be appropriate. In circumstances where the full extent of what has been missed to meet



Information for Instructors - Fall 2022 Term

Frequently Asked Questions

course requirements will only be known after the end of the strike, we recommend that requests for relief of missed work be considered at that point.

4. **If a deal is reached before the end of the term, do the contingency plans for assessment remain in place?**

Yes. The contingency plans for alternate assessments, final grade calculations, and deadlines that were approved by your Chair, Director or Program Lead should remain in place for the remainder of the term even if the strike ends before the completion of the term.

5. **Has there been an extension of the deadline for submitting final grades?**

To support student success, it is important to have grades available for students prior to the start of winter term classes. If the strike extends for a significant period, there may be a need to readjust.

Final Exams

6. **Has there been an extension of the deadline for submitting exam copy?**

The first deadline for submitting exam copy for exams has been shifted to Monday, November 28. Please contact the Registrar's Office to let them know if you are not able to meet the deadlines noted below. While the exam schedule has not been changed, your approved contingency plans might have included a change in the format or delivery of your exam.

Please note the following deadlines:

- **Exams scheduled for December 9 to 15:** Exam copy for Registrar-delivered, in-person exams scheduled over these dates is due on November 28. If you were unable to submit your in-person exam copy or if you have changed your exam format to online as part of your approved contingency plans, please alert the scheduling office at exams@mcmaster.ca on or before November 28.
- **Exams scheduled after December 15:** Exam copy is due by December 8 for exams scheduled after this date. If you are unable to submit your in-person exam copy or if you have changed your exam format to online as party of your approved contingency plans, please alert the scheduling office at exams@mcmaster.ca on or before December 8.



Information for Instructors - Fall 2022 Term

Frequently Asked Questions

7. If a deal is reached prior to the exam period, can instructors revert to their originally planned exam format?

No. If a decision was made to have an online exam, it must stay online. There will not be time or capacity to revert back and prepare for an in-person exam.

TA Communication, Expectations, and Hiring

8. If instructors have not received grades and other information from their TAs, can they ask for that information after the strike begins?

No. Instructors should not contact a TA who is on strike, even if it's to ask for grades and other work that should have been completed by earlier, agreed-upon deadlines.

9. What if a striking TA indicates they want to return to work before the strike ends?

If a TA who has engaged in the work stoppage indicates that they would like to return to work before the strike ends, please consult with your Administrator for guidance on how to plan their return. TAs will not be paid for hours that they did not work and cannot be given hours above their contracted weekly hours in order to "catch up" for time when they were on strike.

10. If a deal is reached before the end of term, can the assigned TAs who were on strike come back to work?

Yes. Once the strike ends, the university will negotiate a return-to-work protocol with CUPE. The details of this protocol will be dependent on the timing of the end of the strike and the status of the courses. More specific details will be communicated at that time.

11. Since changes to courses will remain in place even if the strike ends, what work will TAs do and be paid for when they return?

Once the strike ends, the university will negotiate a back-to-work protocol with CUPE. The details of this protocol will be dependent on when the strike ends and the status of courses. More specific details will be communicated at that time.

12. Can departments and instructors proceed with TA appointments for the winter term?

Yes. This process can proceed, including advertising and interviewing, in preparation for the winter term.



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MINUTES of the GENERAL MEETING

Thursday, December 8th, 2022

2:30 p.m.

Meeting was held virtually via Zoom

Present: Approximately 101 members, K. Cuff (Chair)

1. **MINUTES** of the Annual General Meeting of April 28, 2022

MOTION

That the minutes of the Annual General Meeting held on April 28, 2022 be approved as circulated.

**P. FAURE/M. GRIGNON
64 IN FAVOUR/37 ABSTAIN**

2. **BUSINESS ARISING**

- 2.1 **Update from the ad hoc committee on working conditions**

K. Veenstra and S. Mills reviewed the prepared presentation (attached).

The following comments/questions were raised:

V. Watts asked if the data were disaggregated in terms of race or gender, etc., to which K. Veenstra stated that the survey did not collect have race or gender. S. Mills stated that the committee was trying to keep the survey short but that equity concerns did appear in the comments respondents provided.

P. Faure commented that it was not just about increased workload but the increase in more top-down control which has resulted in a lessened ability for faculty members to have some control over their own workload. He further noted there is a lot more feeling of us versus them which appears to be chipping away at the collegial governance at McMaster.

3. **President's Report – Katherine Cuff**

Thank you everyone for joining us for our general meeting. We are meeting online today upon the request of some members given the current CUPE 3906 Unit 1 strike¹ and it is nice to see so many of you here this afternoon.

¹ During our general meeting, it was announced on the [Daily News](#) that both parties had agreed to meet again with the provincial mediator the following day. A tentative agreement was subsequently reached early in the morning of December 10th and later ratified by both CUPE Unit 1 members (on December 12th) and the Board of Governors (on December 15th). The new collective agreement had not yet been posted publicly at the time of writing.

I'd like to begin by giving a quick update on MUFA's internal activities since I began my term as MUFA President on September 1, then highlight some of the work we have accomplished at the University and briefly conclude with some future plans.

This Fall term we welcomed two new Executive members – one faculty member from Science and one from Engineering. Welcoming these new Executive members also required (by our [by-laws](#)) that we quickly find a new Returning Officer to replace MUFA's long-standing Returning Officer who recently stepped into the Deputy Provost role. I thank these three faculty members for taking on these voluntary positions.² We welcomed 50 new MUFA members to the University since July 1 and I enjoyed meeting several new colleagues from across campus at our MUFA new Faculty Luncheons. It was also great to meet some of our CLA MUFA members at the luncheon the Executive hosted for them in early November.

Our Executive has been very busy this term. The Special Enquiries and Grievance Committee surveyed all members who have accessed the MUFA Legal Support Fund since the [MUFA Legal Support Policy](#) was established in June 2021 and will be using this feedback for their review of the policy, accompanying documents and legal support processes in the new year. The Executive also established an ad hoc Investment Committee to investigate a potential move of MUFA's financial operations from PACE Credit Union to one of the larger big banks to better protect MUFA's financial investments and I will have more news on this in April. Our [Faculty Council](#) also met this term to discuss the new Faculty Grievance Policy.³ Much of the discussion, however, focused on the contingency planning that was underway in response to the potential labour action by our TAs/RAs in lieu. We are planning for another MUFA Faculty Council meeting in the winter term.

The Executive has also been busy providing feedback on various University policies and I'd like to give you some updates. First, we heard concerns from many faculty members about proposed changes to the [Policy on Request for Relief for Missed Academic Work Revision](#) which we conveyed and discussed at Joint Committee. Consequently, the proposed revised policy did not go through the approval process to take effect January 2023 as original planned and instead revisions are still being considered for a Fall 2023 start date. The Sexual Violence and Discrimination & Harassment Policies are currently undergoing their three-year cyclical review. The Executive has been engaged with the EIO office, providing feedback on the community wide survey instrument, advertising the policy review and faculty townhall and both individually and collectively providing feedback on the policy revisions. These are incredibly important policies that affect everyone in the University community and any proposed revisions need to be carefully reviewed and considered, even more so now with the recent [Royal Assent of Bill 26](#) which will require Universities to have policies in compliance with this new legislation that details the *'rules respecting sexual misconduct toward students by employees of publicly-assisted universities'*.

Feedback from the MUFA Executive was also sought on various other policies, including initial feedback on the current [PhD Supervision Policy](#) which is undergoing a revision, the [Electronic](#)

² MUFA strives to have representation from across the Faculties, at various ranks and appointments as Executive members. Our full Executive membership for 2022/2023 can be found [here](#). Nominations for 2023/2024 are now open. See details in this Newsletter.

³ We are still looking for faculty interested in becoming potential mediators to help with informal resolutions of faculty grievances. Please get in touch with mufa@mcmaster.ca to express your interest.

[Monitoring Policy](#) (as required by the Ontario government), and the [Storm Emergency Policy](#). MUFA also monitors [SPS A9 Allocation of Teaching Stream Positions Across Faculties](#) and for the first time since SPS A9 was enacted, all Faculties subject to the policy are just at or below the allowable limits for contract limited appointments. A newly revised [SPS C4, Pregnancy and Parental Leaves for Faculty and MUFA Librarians](#) which incorporates the additional pregnancy benefits of six weeks and whose pregnancy and parental benefits now accounts for salary increases while on leave as negotiated last year in Joint Committee also received approval through the University governance processes.

In Joint Committee, we established and confirmed the membership for two joint working groups as agreed upon in our remuneration agreement (and with input from the MUFA Executive). The Joint Working Group Collection and Reporting Salary Data Equity-Deserving Groups is *to recommend an approach to gather, analyze and report on salary data of MUFA members to assess and support salary parity across equity-deserving groups.*⁴ The Joint Working Group on Teaching Stream Faculty is *to review all policies and bylaws at the university, faculty, and department levels that affect faculty including but not limited to: workload, promotion criteria, voting privileges, and eligibility for committee membership, senior positions, and graduate supervision.* I thank the committee members for agreeing to serve on these committees and we look forward to supporting them as they begin their important work in the new year.

We also negotiated a revised Joint Committee [Career Progress/Merit \(CP/M\) Plan](#) that is effective starting in the 2022 CP/M Year. The key changes to the plan is that student evaluations are no longer listed as a factor for CP/M assessments, CP/M awards can now be given in increments of 0.1 rather than 0.25, and any increase in the CP/M pool above 120 par increments per 100 faculty (as negotiated in the remuneration agreement) will be distributed directly to departments. For those new to McMaster, the dollar value of a par increment depends on a faculty member's salary (see details [here](#)). We also agreed at Joint Committee to an updated Record of Activities which now includes a new Appendix B providing guidance and examples for completing Section 1.5 Contributions to Teaching Practice and a new Section 5: Reflections and Goals across a faculty member's teaching, research and service. The content of this new section is meant to facilitate discussions between faculty members and their Chairs/Directors for the purposes of career development and not as a form of assessment for CP/M awards.⁴

Our [current remuneration agreement](#)⁵ was negotiated under Bill 124, Protecting a Sustainable Public Sector for Future Generations Act, 2019. Bill 124 was recently determined to be unconstitutional. The provincial government is currently planning to appeal this court decision. If Bill 124 is not in effect on July 1, 2023, then MUFA members will receive a contingent across-the-board increase in addition to the 1% salary increase and the pool of CP/M par increments goes back to 120 per 100 faculty members for CP/M Year 2024.

This past Fall saw many public sector labour actions, including a strike by our own TAs and RAs in lieu represented by CUPE 3906 Unit 1. The contingency planning undertaken by the University in anticipation of the strike and the communications to faculty during the bargaining process led to many questions and concerns from MUFA faculty members. An emergency meeting was

⁴ Many of these revisions were driven by feedback the MUFA Executive received from Faculty Council last year. We thank the Council for these helpful suggestions and hope these changes go some way in improving the implementation of CP/M. A more in-depth revision of the CP/M plan is likely to occur in the next year or two, so we welcome any feedback about these changes after this year's CP/M process.

⁵ About 60% of the MUFA membership voted (593 MUFA members) and 94.8% of those voted to ratify the remuneration agreement.

requested by a group of MUFA members and the Executive held this meeting via Zoom on November 22. We heard many voices and many concerns at this meeting. The MUFA Executive worked quickly to address some of the key issues raised at the meeting. The first was to communicate confirmation that faculty members could submit a final grade of incomplete for academic reasons in the Fall term and ensure that some University communication was corrected to make it clearer that students' rights during a work stoppage that substantially disrupt academic activities are covered by a [Senate-approved University policy](#). Faculty rights and responsibilities during a work stoppage by an employee group is governed by a [Joint Committee policy](#).⁶ The MUFA Executive also made available legal counsel for any faculty members with questions and facilitated access for MUFA members to the mufagab moderated email distribution list.⁷ The list has facilitated a lot of debate and conversations about future possible directions for MUFA. There is still lots more work ahead for us, including ensuring that the University engages in a comprehensive and transparent review of the graduate funding model at McMaster.

Let me briefly conclude with some of our other plans for the new year. In addition to supporting the work of the two joint working groups, we are also looking forward to the start of the best practice review of the investigation processes under the Research Integrity, Sexual Violence and Discrimination & Harassment Policies. We hope this important review can contribute to the ongoing policy revisions of the Sexual Violence and Discrimination & Harassment Policies. We also plan to reconstitute the MUFA Budget Advisory Committee.⁸ Many issues related to graduate funding are inextricably linked to the University activity-based budget model and the University's overall finances. Improving our understanding and knowledge of both will allow us to contribute constructively to the graduate funding review process and better position MUFA to engage in issues of faculty renewal and student enrolment.

We will also be looking out for the revised Faculty Code of Conduct which should be available for comment sometime in the winter term. We'd also like to open up discussion with the Administration about all Senate policies related to MUFA Observers, SPS D1-D3. This will likely involve establishing a Joint Ad Hoc Drafting Committee. We have heard about some procedural irregularities in faculty tribunal hearings, and we want to ensure MUFA observers (who report only on procedures) are able to provide a fulsome review of all aspects of the hearing procedures. Faculty members have also raised questions about the approval process for some policies and we will be looking to engage in a discussion at Joint Committee about the approval process of policies affecting faculty through the University Governance structure.

Let me end by thanking you all for your time, your comments and your contributions to the University more broadly. As I mentioned in my September President's Report, MUFA relies on all

⁶ Going through old MUFA newsletters, I came across an article written by a lawyer, entitled 'Rights of Faculty during Work Stoppages by Other Groups, Case Comment: MUFA v. McMaster University', outlining a grievance case related to this JC policy which may be of interest, <https://www.mcmaster.ca/mufa/newssept03.html>.

⁷ Please note if you'd like to ask MUFA anything, please email mufa@mcmaster.ca. We do not monitor the mufagab list for questions or requests. The email distribution list's terms of reference can be found [here](#).

⁸ The Budget Advisory Committee (BAC) was first constituted in 2007, see [Reflections on the State of the Academy](#). The most recent BAC report was on [McMaster's New Budget Model](#) in 2016. BAC reports from some of the intervening years are available [here](#). If you are interested in participating in this committee, please let us know at mufa@mcmaster.ca.

of its members to help uphold our collegial governance system that we so rightfully value and endeavor to protect.⁹ And, on behalf of MUFA I thank you for your work in doing this. Hope to see many of you at our next MUFA Annual General Meeting to be held in-person on April 26, 2023.

The following comments/questions were raised:

G. Polanco noted that she had received an email to start work on a working group on collecting salary data on equity-deserving groups. Given the on-going strike, G. Polanco wondered if it was appropriate to be starting this work at this time.

K. Cuff suggested they could discuss the matter offline, and that G. Polanco would be welcome to email the working group with her concerns and to ask for a delay in beginning until the strike is over.

L. Beutin asked for more context about the review of the Faculty Code of Conduct. L. Beutin questioned where the initiative came from, how often these revisions usually happen, or what the review is in response to.

K. Cuff noted that the Faculty Code of Conduct is quite old and part of a larger review of older policies. K. Cuff invited R. Kleiman to provide the context for the review as it has been in progress for a few years.

R. Kleiman reminded the attendees that the Faculty Code of Conduct is the policy that should be used if faculty need to be disciplined. Prior to its use a couple years ago, it had not actually been used for decades. Instead, faculty were being disciplined in ways outside of the Faculty Code of Conduct which came up during the review of the Faculty General Grievance Policy. R. Kleiman noted that the Faculty Code of Conduct is very important for MUFA and its members, so it is something to keep a close eye on.

P. Andrews stated that MUFAs relationship with the administration is based on a collegial governance system which acts as a restraint on the administration asserting management rights, and that that is one of the benefits of not being unionized. P. Andrews noted that he agrees with R. Kleiman that it is not a good thing when the administration acts outside of the policies.

P. Andrews further noted that his understanding is that there is increasing concern that the administration is revising or creating new policies without the input of MUFA, the Senate, or the Board of Governors, and that MUFA should watch this carefully.

⁹ See Shannon Dea, 'Two misconception about `collegial governance': Academic staff are not only employees: they are also the `collegium' charged with the academic governance of universities.' in University Affairs, April 16, 2021. <https://www.universityaffairs.ca/opinion/dispatches-academic-freedom/two-misconceptions-about-collegial-governance/>

4. Member Motions

K. Cuff shared that two motions were submitted for consideration.

MOTION

Be it resolved that MUFA defends its members' right to refuse struck work without reprisal (as articulated in the Rights and Responsibilities of Faculty Members during a Work Stoppage), which includes the right to refuse grading that has been assigned to teaching assistants;

Be it further resolved that MUFA defends their members' academic freedom, including:

- **the right to share information about labour disputes freely**
- **the right to preserve the academic integrity of their courses by not removing assignments from a course and the right to issue INC grades for courses that cannot be completed without TA labour and still be considered to have met the essential learning outcomes of that course.**

AMENDED MOTION

Be it resolved that MUFA defends its members' right to refuse struck work without reprisal (as articulated in the Rights and Responsibilities of Faculty during Work Stoppages by Other Groups), which includes the right to refuse grading that has been assigned to teaching assistants;

Be it further resolved that MUFA defends their members' academic freedom and rights as recognized by University Policy, including but not limited to:

the right to share information about labour disputes taking place at McMaster University; and the right, in the context of a labour dispute, to preserve the academic integrity of their courses by not removing assignments from a course and the right to not issue grades for courses that cannot be completed without TA labour and still be considered to have met the essential learning outcomes of that course.

**S. ROSS/S. BANNERMAN
93 IN FAVOUR/2 AGAINST/5 ABSTAIN**

S. Ross noted that after discussion with Kate, the motion was amended to make the language more precise. S. Ross shared that this motion was meant to solidify members' rights that exist within university policy. The purpose of this motion speaks to members' dispute over how those policies should be understood and interpreted, also the context in which these rights could be invoked. S. Ross further stated that the motion is intended to preserve members' academic integrity in their courses by having the right to not issue grades for courses that can't be completed.

S. Sciaraffa thanked MUFA for the efforts in consulting with the administration in response to the November 22nd Special Membership Meeting and getting them to walk back some of the things they said about faculty members' responsibilities during the work stoppage. S. Sciaraffa further suggested that members should support the motion on the table.

C. Quail expressed concern that while the administration has retracted some of their statements, it has not been done so publicly. C. Quail suggested that support of the motion would make it clear to the administration that MUFA members are serious about protecting their rights and the rights of the students.

C. Baade shared that the limit on communications by the administration has been challenging for chairs. M. Gough echoed concerns about the chairs not being able to speak freely about the labour dispute.

S. O'Brady noted that there has been huge variation across the different Faculties and Departments in terms of how the dialogue over these issues being discussed.

A. Joseph expressed concern about how the strike was disproportionately impacting certain groups, certain fields of study, certain forms of analysis, and omitting them from these conversations.

K. Boothe expressed concerns about how the TA and RA's financial situation is being misrepresented in the communications from the administration in that they are not making a living wage in Hamilton. K. Boothe noted her hope that understanding the real financial need of TAs and RAs would mean members would vote in favour of the motion.

S. Ross pointed out that faculty members are mentors to these students, and care about their success. Further, faculty members also have a moral obligation to students, because members' careers, teaching, and research is made possible by their labor.

R. Zheng asked if it was possible to separate the motion into two motions as some members may be in support calling on the administration to return to the negotiating table, but not in favour of the contribution to the Hardship Fund.

MOTION

That the Motion presented should be severed into two separate parts.

**R. ZHENG/A. HYNES
11 IN FAVOUR/67 AGAINST/6 ABSTAIN**

MOTION

Be it resolved that MUFA supports CUPE 3906 in their efforts to secure a collective agreement that addresses the real financial needs of their members and calls upon the university administration to return to the bargaining table to negotiate such an agreement in a timely fashion; and

Be it further resolved that the MUFA membership calls on the Executive to make a financial contribution to the CUPE 3906 Hardship Fund.

**S. ROSS/P. FAURE
77 IN FAVOUR/7 AGAINST/1 ABSTAIN**

5. Other Business

D. Shore discussed the electronic monitoring policy and stated that the policy gives the employer the right to monitor email to see that you're working and decide whether you should be disciplined or so on. He suggested this was another policy that was unilaterally approved without Senator Board oversight and is again the administration institution exerting its managerial prerogative.

L. Beutin asked what the next steps would be for the motions that passed. K. Cuff explained that the Executive would discuss the contribution to the CUPE Hardship Fund at their next meeting.

S. Ross suggested that members would like to see the motions made public and that MUFA could communicate to the broader membership the results of the vote.

K. Cuff indicated that the MUFA staff would post the approved motions on the MUFA website within 24 hours.

K. Cuff noted that MUFA is always looking for volunteers to serve on the Executive and encouraged anyone interested to contact her.

Meeting adjourned at 4:36 p.m.

COMMITTEE REPORTS

Faculty Association Standing Committees

MEMBERSHIP

Representative: Spencer Pope

I am pleased to report that as of April 1, 2023, MUFA had 1002 dues-paying members. Since April 2021, we have added 68 members and lost 37 members, roughly half of which were retirements. Of the 1002 members, there are 11 voluntary members who are not on the CP/M scheme but have chosen to become members of MUFA.

HUMAN RIGHTS & EQUITY

Representative: Deborah Sloboda

As MUFA's representative to the OCUFA Status of Women and Equity Committee (SWEC), I am reporting on two meetings, one in fall and one in winter.

October 14-15th 2022 SWEC Meeting:

- A resource bank exists for SWEC at <https://ocufa.on.ca/members-area/mandate/resources/> that may be useful to MUFA members and certainly for the next Human Rights and Equity Chair.
- OCUFA has awards that MUFA Exec should consider nominating McMaster Faculty <https://ocufa.on.ca/ocufa-awards/>. Perhaps this is something that is placed on the Executive agenda each year to ensure that we have at least some nominations coming from McMaster
- OCUFA President spoke to Laurentian's emergence from insolvency, Bill 124, upcoming Collective Bargaining
- The SWEC Chair spoke about the OCUFA awards and a discussion followed regarding how awards may fuel inequities - but at the same time recognizing that those that value EDI and work endlessly to promote should be recognized. There was a suggestion of pausing the awards so that SWEC might consider a new way forward
- The meeting was followed by a second day workshop discussing faculty accommodations and institutional barriers to these accommodations
 - The workshop was presented by
 - Christine McLaughlin, Executive Director of the UOIT Faculty Association;
 - Chelsea Bauer, Executive Assistant at the UOIT Faculty Association; and
 - Sheila Embleton the Chief Steward at the York University Faculty Association and a professor in the department of Languages, Literature and Linguistics at York.
 - The workshop centered around one major topic which is faculty accommodations. Discussions evolved to include the following points:
 - that we need to collectively work together to write policies around accommodations for faculty that follows the Ontario human rights charter
 - there is a need to make sure that our members understand their rights particularly power imbalances when filing accommodation (eg If a Dean is involved)

- investigating how structural imbalances at the university affect accommodation and how many of our members are affected by the need for accommodation
 - ->one bargaining platform is to get the students on the faculty side to support a campaign for faculty

Feb 3 2023 SWEC Meeting:

- There was no workshop at this meeting, rather major topics of interest were discussed:
- OCUFA Awards:
 - OCUFA awards and the process of nominating and administering awards followed along from the last SWEC meeting. A discussion took place where the committee discussed:
 - the purpose of awards and the value of celebrating excellence;
 - whether there should be a monetary aspect to the award;
 - how to use the awards as a teaching moment about the winner's practice and strategies or lessons learned;
 - whether we should celebrate more frequently with a newsletter or through the SWEC Chair's reports to the OCUFA Board;
 - the perception or impact of an awards Gala (mostly around how a "gala" might be perceived as contributing to inequity);
 - the diversity of the selection committee
- The name of the Committee (i.e. Status of *women* and equity committee, SWEC):
 - there was broad agreement that "SWEC" does not reflect the work of the committee or represent inclusivity of committee membership.
 - anti-Black and racist actions of many feminisms was discussed with a name prioritizing women. The discussion reflected a desire to unite the membership with a new inclusive name
 - it was decided that the committee would continue the discussion about a name change at the Spring meeting and members were asked to reflect on names that would suit the committee mandate. Following that, a proposal would be prepared for the OCUFA Executive and Board to consider.
- Bill 26
 - OCUFA policy analyst, Romina Cortina, presented on Bill 26, and reviewed OCUFA's high level considerations
 - Discussions revolved around the following:
 - how institutions ratified their policies - and whether ratified policies to become compliant to Bill 26 were done without consultation and how to push back with the administration on quickly adopted policies - discussion around having better engagement between faculty and admin. It seems to be a pervasive problem with most faculty associations re the lack of consultation
 - Trent University has some strong language around consultation for policy approvals any policies that affect terms and conditions of employment. Trent university Policy article is 1.3.3 University Policies- to support consultation

<https://www.trentfaculty.ca/wp-content/uploads/2020/08/TUFA-CA-2019-22-Final.pdf>

- much discussion around how the policy missed out on *prevention* and rather focussed on disciplinary action and how we need to incorporate preventative measures and training. That this current policy has no empirical evidence supporting it.
- there was a historical funding envelope under the Wynne government for research that set out to inform these policies -Carleton, Waterloo and Laurentian were successful in securing a \$250,000 grant to study sexual violence on camp on Carlton's campus Waterloo's campus and Laurentian's campus
- For McMaster - how can we ensure that MUFA members are aware of all the actions that might get themselves in a circumstance where they become a respondent -
- Query about whether Goldblatt (OCUFA Lawyers) has commented on the provincial policy - they suggest that the policy is more punitive than the criminal code- that perhaps need to consider getting support in understanding how disciplinary measures at the level of the institution + disciplinary action at the level of the federal government (aka a double jeopardy) impact on any accused
- Discussion around how the province is interfering with grievance processes at the institutions - all those provisions in the collective agreement are lost under this policy
- missing are principles in a prevention model that places the survivor at the centre and a direct attack on unions and associations
- OCUFA is trying to find research on sexual prevention education funding whether anyone have any experience with the campus safety grant or any funding programs like that or prevention of violence in campus
- this bill offers no money or funding for prevention or support
- Discussion about whether some groups of individuals being more or less vulnerable to accusations - whether there are some EDI considerations; ie some data (not university data) on the hyper-sexualization of trans women, racialized men and biased towards considering them as predators (ie gender neutral bathrooms etc)
- Might want to look at <https://www.couragetoact.ca/> and Possibility to seed <https://www.possibilityseeds.ca/> - both of which highlight the gaps in the policy

A SWEC meeting occurred **on March 31, 2023** but I could not be in attendance: The meeting decided to recommend to the OCUFA Executive Committee a new name for SWEC – **the Equity and Social Justice Committee**

SPECIAL ENQUIRIES & GRIEVANCES

Representative: Lydia Kapiriri (Chair), Kevin Veenstra (Vice-Chair), Kirsten Culver, Liss Platt

2022-2023 has been an interesting and busy year for the Special Enquiries and Grievance Committee (SEGC). The committee has supported a total of 15 enquiries from MUFA members. Thankfully, most of the cases were resolved without requiring legal support. Of the 5 enquiries, 3 members required legal consultation (to help prepare pre-investigation documents, provide advice, etc...) while 2 members required full legal representation (hearings, etc...).

In the Fall 2022 one year after the establishment of MUFA legal support services with Goldblatt, the SEGC connected with key stakeholders (e.g. members who accessed legal services through MUFA over the past year, the Goldblatt lawyers, MUFA staff and the SEG committee members) to identify the lessons learned. The committee also sought to understand any potential challenges associated with the intake process, and the member's perspective on the overall value of the support offered to members.

All stakeholders reported that the policies and procedures for the legal intake and the kind of support received by the members was very beneficial to the members. Members that accessed the legal services positively assessed the timeliness of the responses provided by the SEGC Goldblatt. One member indicated that the amount of legal support funding they received was inadequate (e.g., was not sufficient to cover their legal costs). The lawyers highlighted that MUFAs policies and procedures are aligned with the other tertiary institutions they work with, although MUFA is not unionized.

The SEGC and the staff appreciated the benefits of the process. They however reflected on a couple of things that they will be working on in consultation with the lawyers and the members:

- a) The intake form: It was noted that some of the questions were too broad and needed to be separated for clarity.
- b) The SEGC operating procedures: There were a few procedures that the SEGC is editing for clarity.
- c) Legal costs: With consultation from the lawyers, the SEGC had been advised to cap the legal consultation support at \$3,000 and the legal representation at \$10,000. However, actual support is assessed based on the members' needs. In view of the members' responses with regards to the financial costs, the SEGC is consulting with the lawyers and will provide the membership with a resolution.

In addition to the review of the year, the SEGC, (in consultation with Goldblatt) is undertaking to develop a MUFA privacy policy.

The SEGC is working to ensure that all members who need support, receive the support they need. If you have suggestions as to how the SEGC can improve member access to support, please let us know (mufasegc@mcmaster.ca). Information regarding the types of support available through SEGC can be found here (<https://macfaculty.mcmaster.ca/members/special-enquiries-and-grievances/>).

TENURE/PERMANENCE

Representative: Gail Krantzberg

I presented two virtual workshops, two hours long each, for chairs, directors and administrators along with the MacPherson Institute representative. They occurred in the fall and winter semesters.

In each case six panelists from different faculties followed my presentation on TPP with their own advice based on their experiences, followed by half an hour of Q and A. Each workshop was attended by approximately 30 participants.

University Committees and Boards

COPYRIGHT WORKING GROUP

Representative: Sara Bannerman

Meetings of the Copyright Working Group

Sara Bannerman began as MUFA observer to the McMaster Copyright Working Group.

The Working Group met on October 1, 2022 and February 28, 2023. The group was chaired by Sara O'Byrne (McMaster Legal Counsel). The group discussed the continued assessment of the *York University v Access Copyright* Supreme Court of Canada judgement and related considerations around the fair dealing guidelines of universities.

Avenue to Learn copyright statement

Greg Flynn had previously acted as the MUFA observer on the copyright working group, and in that capacity had raised concerns about the copyright notice that faculty members must agree to in setting up their Avenue to Learn course shells. That statement reads:

By using this system, you are representing to McMaster University that you have the right to use in Avenue to Learn any copyright material you have provided (or will provide).

The concerns related to this statement were:

1. That faculty could be exposed to copyright liability risks in failures to adhere to copyright law, most specifically in the reproduction and/or making available of course materials;
2. That the university might not assist in the defence of faculty so exposed;
3. That the university may be expanding faculty members' exposure to this risk when it requires faculty to click through the [course request form](#) for Avenue to Learn, which states (in part), "By using this system, you are representing to McMaster University that you have the right to use in *Avenue to Learn* any copyright material you have provided (or will provide)." I've attached a screenshot of the entire page for your reference.
4. That McMaster's [Copyright Ownership and a Policy Framework for Licensing Instructional Material](#) should also be referenced.

MUFA President Katherine Cuff and I have followed up regularly with Sarah O'Byrne throughout the academic year on this issue. Some suggested replacement language has been proposed as follows:

In creating your course, you may have questions about using third party copyright materials or complying with copyright and fair dealing. McMaster University has a Fair Dealing policy and application documents that may help you with this. They can be found here - <https://copyright.mcmaster.ca/app/uploads/2018/06/Fair-Dealing-Policy-Nov-2013.pdf>. If you have any questions, please feel free to reach out to copyright@mcmaster.ca for more assistance.

It seems that this language is acceptable to MUFA and to the University so far, but Sarah intends to follow up with someone on her end and subsequently work to have the new language posted on Avenue to Learn.

Course outline copyright language

MUFA President Katharine Cuff raised with Sarah the fact that the boilerplate language currently included on McMaster course outlines under the [Course Management Policy](#) (page 11) does not provide enough information on how course materials beyond lectures (such as tests, assignments, and other materials) can be used by students, particularly in light of web sites like Coursehero being used by students to disseminate course materials, often without authorization. The current statement reads:

Students are advised that lectures, demonstrations, performances, and any other course material provided by an instructor include copyright protected works. The Copyright Act and copyright law protect every original literary, dramatic, musical and artistic work, including lectures by University instructors

It is expected that the Copyright Working Group will discuss such changes during its next meeting.

Contacting Copyright Counsel

Sarah O'Byrne can be reached at sobyrne@mcmaster.ca and is available for consultation on copyright issues. She can provide legal advice on any copyright that is McMaster owned, and guidance on copyright issues and fair dealing application. She maintains the web site copyright.mcmaster.ca, a useful resource on copyright-related matters, and conducts workshops and presentations relating to copyright.

Questions about copyright can also be addressed to copyright@mcmaster.ca.

PENSION TRUST

Representatives: Claude Eilers, Rafael Kleiman, and Herb Schellhorn

Pension Performance

After several years of very strong performance, the Pension fund experienced a pull-back in 2022 with a loss of -15.2%. The fund is benchmarked against a collection of indices which shrank by 12.7%, which means the fund underperformed its target by 2.4%. The decline in 2022 was not unexpected by our managers and consultants, who point out that the stronger performance over the previous handful of years was above the historical norm. Taking a longer perspective, the fund has done better, with its four-year annualized return of 5.7% (0.2% behind the benchmark), and a ten-year return of 7.0% (0.2% ahead of the benchmark).

Annual Returns as of December 31, 2022 (%)

	1 Year	2 Years	3 Years	4 Years	5 Years	10 Years	
Total Fund	-15.2	-2.3	1.8	5.7	3.6	7.0	Actuarial health of the plan
Benchmark	-12.7	-1.3	2.1	5.9	4.0	6.8	

As reported last year, Plan 2000 (which represents all but a handful of MUFA members) underwent an Actuarial Valuation in 2021 that showed that as of July 1 of that year its assets were in modest surplus compared to its liabilities. On an ongoing basis, the actuary calculated a surplus of c. \$128m on an asset base of \$2.4b, which would be 119% of its estimated liabilities, when calculated on an ongoing basis, or 106% when calculated as a hypothetical wind-up. Members can read the full actuarial report here:

<https://hr.mcmaster.ca/resources/actuarial-valuation-as-at-july-1-2021-plan-2000/>

The committee receives updated estimates of actuarial standing on a quarterly basis, most recently for the period ending Dec. 31, 2022, when the assets of \$2.3b were estimated to 120% of liabilities (ongoing; 108%, wind-up). Some might find it counter-intuitive that the actuarial health of the plan has ever-so-slightly improved in a period when the fund's assets declined by \$100m. This is in part attributable to increases in interest rates, which are hard on the portfolio's assets, but simultaneously lessen the plan's calculated liabilities.

The province requires the pension fund to have a 'Provision for Adverse Deviation' [PFaD] of about this size, so we are about where we should be.

Portfolio Construction

The trust's investments are continuing to evolve. An asset/liability study undertaken in 2018 proposed a shift from equities to real estate and infrastructure, which would eventually rise to 25% by 2028. In the most recent report, real assets had risen to 9.1% of the portfolio. A new asset/liability study is underway now.

Environmental, Social, and Governance (ESG) issues have been receiving much attention in recent years from the PTC, which is in the process of setting carbon reduction targets for our portfolio. A firm commitment is expected during the year in conjunction with the Asset-Liability study and an accompanying climate risk and opportunities analysis. In the meantime, the PTC has approved an interim carbon reduction target of 30% by 2030 (compared to 2019) for its publicly traded assets, and 50% by 2050. These are interim numbers that have every likelihood of being 'upped' soon.

An ongoing issue has been the reimbursement of expenses incurred by the University on behalf of the Pension; this has been put on pause while the committee hires independent legal counsel.



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 (905) 525-9140 Ext. 24682/20297
mufa@mcmaster.ca
<http://www.macfaculty.mcmaster.ca>

MEMORANDUM

TO: MUFA Members
RE: Executive Election
Date: April 24th, 2023

As Returning Officer for the election of an Executive Committee for 2023-2024, I hereby report that an Election took place via Simply Voting. Simply Voting has tabulated and certified the following highlighted results for the vacancies on the ballot. Positions not highlighted were acclaimed prior to the election.

The 2023-2024 Executive is as follows:

PRESIDENT	Liss Platt	Professor	Humanities
VICE-PRESIDENT	Paul Andrews	Associate	Science
PAST-PRESIDENT	Katherine Cuff	Professor	Social Sciences

MEMBERS-AT-LARGE

Ana Campos	Professor	Science
Rita Cossa	Associate	Business
Kirsten Culver	Assistant	Health Sciences
Robert Fleisig	Associate	Engineering
Kim Jones	Associate	Engineering
Lesley MacNeil	Associate	Health Sciences
Suzanne Mills	Associate	Social Sciences
Ali Reza Montazemi	Professor	Business
Spencer Pope	Associate	Humanities

Notice of these results will be circulated in the next *Newsletter*.


Catherine Anderson, Returning Officer

April 1, 2022 Statement of Cash Receipts and Expenditures for the year ended March 31, 2023

	2021-2022	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	2022-2023
	TOTAL													TOTAL
CASH RECEIPTS														
Membership Dues	\$825,163.43	\$96,582.09	\$64,011.29	\$64,456.78	\$66,639.60	\$67,246.46	\$100,503.72	\$66,970.20	\$66,895.86	\$67,408.01	\$66,902.36	\$66,997.83	\$100,127.21	\$894,741.41
Interest	\$15,614.16	\$225.86	\$227.07	\$217.56	\$0.00	\$231.02	\$232.06	\$243.95	\$3,185.67	\$649.76	\$4,239.68	\$457.91	\$510.55	\$10,421.09
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL RECEIPTS	\$840,777.59	\$96,807.95	\$64,238.36	\$64,674.34	\$66,639.60	\$67,477.48	\$100,735.78	\$67,214.15	\$70,081.53	\$68,057.77	\$71,142.04	\$67,455.74	\$100,637.76	\$905,162.50
EXPENSES														
Bank Charges	\$40.50	\$4.50	\$3.00	\$7.50	\$4.50	\$4.50	\$3.00	\$6.00	\$6.00	\$1.50	\$6.00	\$1.50	\$4.50	\$52.50
CAUT Fees	\$197,094.18	\$16,646.49	\$16,615.26	\$16,658.03	\$16,960.34	\$17,359.77	\$17,300.47	\$17,347.35	\$17,428.16	\$17,374.20	\$17,401.28	\$17,283.11	\$17,310.09	\$205,684.55
Contingency	\$11,871.23	\$1,819.30	\$15,921.25	-\$3,563.11	\$197.75	\$0.00	\$9,640.76	\$3,717.45	\$2,853.25	\$21,260.39	\$8,489.69	\$3,214.86	\$8,147.30	\$71,698.89
Donations	\$6,104.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,604.00	\$1,500.00	\$0.00	\$0.00	\$5,104.00
Employee Benefits	\$49,548.18	\$4,461.27	\$4,461.28	\$4,435.85	\$3,383.53	\$3,740.73	\$3,740.75	\$2,254.52	\$4,741.95	\$3,161.30	\$2,768.92	\$4,627.38	\$4,627.39	\$46,404.87
Employee Salaries	\$234,296.29	\$17,590.90	\$17,590.90	\$17,590.90	\$17,802.08	\$18,194.26	\$18,194.26	\$18,194.26	\$27,291.39	\$18,194.26	\$18,194.26	\$18,194.26	\$18,194.26	\$225,225.99
Equipment/Furniture	\$2,271.05	\$0.00	\$101.69	\$0.00	\$0.00	\$305.08	\$0.00	\$0.00	\$2,280.34	\$0.00	\$0.00	\$0.00	\$0.00	\$2,687.11
Insurance	\$5,060.88	\$2,484.00	\$0.00	\$0.00	\$2,730.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,214.24
Meetings/Events	\$967.48	\$82.38	\$2,946.24	\$0.00	\$0.00	\$399.90	\$32.67	\$315.00	\$539.61	\$942.89	\$58.63	\$351.58	\$144.45	\$5,813.35
Miscellaneous	\$4,710.36	\$1,055.25	\$135.46	\$1,762.80	\$59.58	\$45.00	\$509.37	\$2.64	\$0.00	\$105.60	\$0.00	\$0.00	\$1,903.46	\$5,579.16
MUFA Awards/Gifts	\$7,500.00	\$7,500.00	\$1,222.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,722.66
Office Supplies	\$88.17	\$22.59	\$51.98	\$37.00	\$11.41	\$226.30	\$0.00	\$0.00	\$0.00	\$63.80	\$0.00	\$0.00	\$0.00	\$413.08
OCUFA Fees	\$193,720.05	\$16,349.55	\$16,318.68	\$16,360.67	\$16,713.20	\$17,110.02	\$17,053.06	\$17,099.97	\$17,178.07	\$17,125.39	\$17,148.60	\$17,032.84	\$17,059.18	\$202,549.23
Postage	\$14.24	\$0.00	\$0.00	\$22.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22.83
Printing	\$1,087.92	\$0.00	\$357.46	\$77.16	\$0.00	\$614.72	\$0.00	\$0.00	\$431.68	\$63.39	\$0.00	\$282.61	\$576.30	\$2,403.32
Prof. Fees (Legal)	\$13,178.41	\$0.00	\$17,362.99	\$5,268.06	\$106.22	\$0.00	\$197.75	\$0.00	\$316.40	\$0.00	\$2,536.29	\$1,666.76	\$875.75	\$28,330.22
Prof. Fees (Other)	\$46,574.24	\$0.00	\$0.00	\$3,135.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,917.68	\$0.00	\$17,053.43
Sun Life (LTD Payment)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone	\$2,830.39	\$183.22	\$49.62	\$42.02	\$507.78	\$105.84	\$42.02	\$426.62	\$112.62	\$42.19	\$822.23	\$157.92	\$101.34	\$2,593.42
Travel	\$0.00	\$1,000.00	\$0.00	\$4,350.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,350.59
TOTAL EXPENSES	\$776,957.57	\$69,199.45	\$93,138.47	\$66,186.05	\$58,476.63	\$58,106.12	\$66,714.11	\$59,363.81	\$73,179.47	\$81,938.91	\$68,925.90	\$76,730.50	\$68,944.02	\$840,903.44
SURPLUS (DEFICIT)	\$63,820.02	\$27,608.50	-\$28,900.11	-\$1,511.71	\$8,162.97	\$9,371.36	\$34,021.67	\$7,850.34	-\$3,097.94	-\$13,881.14	\$2,216.14	-\$9,274.76	\$31,693.74	\$64,259.06

MEMBERS EQUITY -- MARCH 31, 2023

\$0.00


 Aadil Juma, Treasurer

Statement of Cash Receipts and Expenditures for fiscal period ending at March 31, 2023

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24 PRELIMINARY
CASH RECEIPTS:								
Membership Dues	\$698,755	\$666,092	\$684,346	\$764,695	\$795,679	\$825,163	\$894,741	\$939,478 ¹
Interest Received	\$2,960	\$6,805	\$7,972	\$13,055	\$8,579	\$15,614	\$10,421	\$1,500 ²
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0.00	\$0.00	\$0
TOTAL CASH RECEIPTS	\$701,715	\$672,897	\$692,318	\$777,750	\$804,258	\$840,778	\$905,163	\$940,978
EXPENSES:								
Bank Charges	\$205	\$0	\$0	\$3	\$21	\$41	\$53	\$100
CAUT Fees	\$163,972	\$168,746	\$172,121	\$177,143	\$187,729	\$197,094	\$205,685	\$212,884
Contingency	\$0	\$0	\$0	\$0	\$0	\$11,871	\$71,899	\$216,430 ³
Donations	\$5,119	\$4,788	\$5,288	\$5,288	\$10,104	\$6,104	\$5,104	\$10,057
Employee Benefits	\$61,012	\$71,960	\$65,883	\$48,411	\$40,347	\$49,548	\$46,405	\$53,620
Employee Salaries	\$160,425	\$173,236	\$181,900	\$194,669	\$206,649	\$234,296	\$225,226	\$244,375
Equipment/Furniture	\$3,042	\$4,663	\$4,274	\$8,192	\$6,841	\$2,271	\$2,687	\$4,000
Insurance	\$3,903	\$3,966	\$4,033	\$4,202	\$4,389	\$5,061	\$5,214	\$5,500
Meetings/Events	\$8,165	\$7,526	\$7,594	\$9,214	\$0	\$967	\$5,813	\$9,000 ⁴
Miscellaneous	\$2,032	\$3,774	\$3,422	\$4,371	\$8,234	\$4,710	\$5,579	\$6,000 ⁵
MUFA Awards/Gifts	\$4,950	\$1,657	\$1,750	\$3,352	\$7,753	\$7,500	\$8,723	\$8,500
Office Supplies	\$657	\$1,018	\$458	\$320	\$391	\$88	\$413	\$500
OCUFA Fees	\$161,616	\$167,654	\$173,163	\$182,593	\$187,737	\$193,720	\$202,549	\$209,638
Postage	\$729	\$220	\$224	\$231	\$20	\$14	\$23	\$300
Printing/Photocopier	\$250	\$187	\$127	\$3,112	\$2,386	\$1,088	\$2,403	\$4,500
Professional Fees-Legal	\$1,708	\$0	\$0	\$0	\$0	\$13,178	\$28,330	\$60,000 ⁶
Professional Fees-Other	\$22,712	\$8,599	\$20,712	\$8,882	\$14,882	\$46,574	\$17,053	\$50,000 ⁷
Sun Life (LTD Payment)	\$0	\$0	\$0	\$200,000	\$87,309	\$0	\$0	\$0
Telephone	\$2,830	\$3,996	\$3,287	\$3,328	\$4,304	\$2,830	\$2,593	\$4,500
Travel	\$9,969	\$2,132	\$2,022	\$5,132	\$0	\$0	\$5,351	\$0
TOTAL EXPENSES	\$613,295	\$624,122	\$648,257	\$858,442	\$769,097	\$776,958	\$840,903	\$1,099,904
SURPLUS (DEFICIT)	\$88,420	\$48,775	\$44,061	-\$80,692	\$35,161	\$63,820	\$64,259	-\$158,928

Statement of Financial Position as of March 31, 2023

ASSETS

Cash in Bank	\$1,196,551
GIC and Bonds	\$0
Membership Dues (Faculty)	33,277.09
	<u>\$1,229,828</u>

Aadil Juma, Treasurer

LIABILITIES

EQUITY

Long-Term Reserves	\$0
Current Reserves (Cash in Bank)	\$1,229,828
	<u>\$1,229,828</u>

NOTES:

- Income is based on 0.5% (5 mils).
- Interest is automatically reinvested in our reserve savings. Approximately \$1500.00 will be available for spending.
- Accounts for the funds currently set aside (\$300,000 - 3 years) for faculty for legal support minus expenditures for 21/22 and 22/23.
- Estimated costs for Retiree Luncheon, MUFA Events, New Faculty Luncheons, Refreshments for Executive Meetings (in-person).
- RHPCS Annual Fee for support and server hosting, Survey Monkey, Media Productions (Annual Website Fee), Facility Services.
- Funds set aside for legal costs for MUFA.
- Estimated costs associated with release time (Grievance - Chair & Vice-Chair [\$12,000]) and auditor (\$5,000).