



StFXAUT
STFX ASSOCIATION OF UNIVERSITY TEACHERS

**StFX Association of University Teachers (StFXAUT)
Annual Report**

**Annual General Meeting
May 19, 2022**

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**Annual General Meeting
Via Microsoft Teams
1:30-3:00pm Thursday May 19, 2022
Agenda**

1. Call to Order
2. Territorial Acknowledgement
*The St. Francis Xavier Association of University Teachers is situated in Mi'kma'ki,
the unceded territory of the Mi'kmaq People.*
3. Approval of Agenda
4. Approval of the Minutes of the Prior Annual General Meeting – May 18, 2021
5. Business Arising from the Minutes
6. Reports:
 - a. President (Martin van Bommel)
 - b. Treasurer (Carl Adams)
 - i. Financial Statements at March 31, 2022
 - ii. Budget for year ended March 31, 2023
 - iii. Reserve Fund at March 31, 2022
 - c. Co-Chief Grievance Officers (Doug Al-Maini and Andrew Foran)
 - d. Nominations Committee (Ornella Nzindukiyimana)

Two-year terms:

Executive Committee:

President

Vice President

Secretary

Member-at-Large (three positions)

Contract & Benefits Committee (seven positions)
Grievance Committee (four positions)
Communications Committee (two positions)
Learning Skills Program Committee (two positions)

Three-year terms:

Outstanding Staff Teaching Award Committee (two positions)
University Pension Plan Committee (two positions)
Benefits Governance Committee (two positions)

e. Super Nominations Committee (Executive)

Nominations Committee (two-year term)

7. New Business

8. Adjournment



**StFXAUT Annual General Meeting
May 18, 2021
Via Microsoft Teams
Draft Minutes**

1. StFXAUT President Martin van Bommel called the meeting to order at 2:00 pm and quorum was met. At least 65 Members were in attendance over the course of the meeting. Members were asked to remain muted and to ask questions through the chat or raised hand functions. When voting on a motion, approval was assumed unless Members registered a nay vote by raising their hand. The meeting was recorded and available on the Teams link.
2. The President read the Territorial Acknowledgement.
3. Approval of the agenda for May 18, 2021. Moved by W. Sweet. Seconded by C. Frazer. Motion carried.
4. Approval of the minutes for the previous Annual General Meeting – May 13, 2020. Moved by S. Finbow. Seconded by W. Sweet. Motion carried.
5. Business Arising. No business arising.
6. Reports
 - a. President Martin van Bommel
 - i. University Financial Status. Since the beginning of the pandemic the University deficit has been like a roller coaster, and we shall wait and see what develops. The Administration wants to reduce personnel costs, but a bigger issue is servicing the debt incurred by residence construction. Since 2015 the University's revenue has increased by 30% while AUT salaries have only gone up by 15%.
 - ii. The COVID-19 LOU provided for an extension of one-year for probationary appointments and a Member must approve the use of course evaluations from late Winter 2020 or fall 2020.
 - iii. LOU #2 in the *Collective Agreement* provides for Chairs/Coordinators/Directors to work with the Deans to create a syllabus template.
 - iv. MOU #1 – Student Course Evaluations is under Senate review.
 - v. MOU #2 – Automated Scheduling is currently being analyzed by the Registrar's Office and is ongoing. The AUT is represented on the Committee.

- vi. MOU #3 – Gender Pay Equity – The Administration has not yet named Members to the Joint Pay Equity Committee. The AUT has named its representatives. The Committee should begin its work with an audit and review.
 - vii. The President reported many concerns, inquiries, and issues arising from language in the *Collective Agreement*. These included: an inconsistency in using Professional Expense Funds or departmental funds to pay a Member’s professional fees; terms of appointment and evaluations; overtime for Lab Instructors; the status of Nurse Educators after four years of LTAs; CA language not being followed in the Student Success Centre; a lack of language to protect a Member’s online course content; parking fees; the Part-time Academic Instructor Health Spending Account; and the need for Members to be aware of their right to be represented by the AUT. He also noted that there were too many contract positions and that the efforts directed to EDIA were insufficient.
 - viii. The President noted the ongoing meetings he holds with various campus, provincial and national bodies.
 - ix. A Member observed that the lack of transparency in the Administration’s actions seemed to be growing and that it was harder to keep track of what was going on, specifically with regard to the budget. Another Member commented on the lack of consultation and expressed concern over the financial situation and the rolling over of the debt. The President replied that the balanced budget is an indicator of financial health and that there is no need to panic at this point. Another Member said they were surprised at the number of CA issues, given that we have had five *Collective Agreements* to date. Several comments alluded to the crisis at Laurentian University.
- b. Treasurer – Robert van den Hoogen
- i. Financial Statements 2020-2021 for Net Assets, the Reserve Fund, and Revenue/Expenditures. He noted some updates to the accounting and payment processes and that the accountants (MacDonald & Murphy) had completed a satisfactory Review Engagement. Legal expenses were higher than usual but had led to successful grievances and he pointed out other items that had slight variances from the previous year. Also, that the Reserve Fund is now managed by SEAMARK. Finally, he thanked Executive Assistant Susan MacKay for her invaluable assistance.
Motion to accept the financial statements for the year ending March 31, 2021. Moved by R. van den Hoogen. Seconded by R. Semple. Motion carried.
 - ii. 2021-22 Budget Proposal. He noted small changes due to increases in staff salaries and reduced expenses because of COVID and assumed no change to the Membership numbers. There will be no change to the mil rate.
A motion that the mil rate for Membership in the AUT remain at 8 for the 2021-2022 budget year. Moved by R. van den Hoogen. Seconded by W. Sweet. Motion carried.

A motion to approve the StFXAUT budget for the year ending March 31, 2022, as presented. Moved by R. van den Hoogen. Seconded by K. MacAulay. Motion carried.

- iii. The Treasurer presented a proposed change to the Reserve Fund Policy and Investment Guidelines: “In the event a single expenditure exceeds 10% of the value of the Reserve Fund, it must be first approved by the Membership at a general or special meeting.” This change is recommended by the Reserve Fund Committee and supported by the Executive.
A motion that the Membership of the StFXAUT accept the above proposed change to the Reserve Fund Policy and Investment Guidelines. Moved by R. van den Hoogen. Motion carried.
 - iv. M. van Bommel thanked R. van den Hoogen for his excellent service to the Association, specifically because of a budgeted surplus and important changes to the Reserve Fund management.
- c. Co-Chief Grievance Officers – Andrew Foran and Mary Oxner. M. Oxner reported.
- i. Besides handling grievances, Members of the Grievance Committee advocate for Member concerns, consult with the employer regarding CA interpretations, and provide support and information to Members.
 - ii. Last year saw a successful arbitration on AUT Membership and a resolution of an issue regarding the AUT’s involvement with the R&T Workshop.
 - iii. Issues dealt with include: accommodations related to COVID, LTAs, safety, tenure and promotion, compensation, course assignments, sick leave, and hiring.
 - iv. In regard to discipline for student complaints, she noted that in some cases the Administration has addressed the issues without consultation of Faculty. However, this situation is improving, and she recommended that Members always seek union representation and that it is confidential.
 - v. There have been CAUT workshops for Grievance Officers and for Chief Grievance Officers.
 - vi. She thanked the Members of the Grievance Committee, the President, and the Executive Assistant. She also noted that Andrew Foran will replace her as one of the Co-Chief Grievance Officers.
- d. Nominations Committee – Ornella Nzindukiyimana presented the following recommendations:
- i. Carl Adams for a two-year term as Treasurer of the Executive Committee
 - ii. Christie Lomore for a two-year term as Member-at-Large on the Executive Committee
 - iii. Sutapa Chattopadhyay and Pauline MacIntosh for two-year terms on the Communications Committee
 - iv. Robert Zecker for a two-year term on the Contract and Benefits Committee
 - v. Jeff Vossen and Ping Wang for two-year terms on the Pension Advisory Committee

- vi. Kim Burnett and Margaret Vail for three-year-terms on the Social Affairs Committee
- vii. Robin Neustaeter for a three-year-term on the Status of Women and Equity Committee

There were no further nominations for any position and all candidates were acclaimed.

- e. Super Nominations Committee – The Executive
Andrew MacDougall and Ornella Nzindukiyimana for two-year-terms on the Nominations Committee. The candidates were acclaimed.

Thanks to the Nominations Committee and to all Members completing terms on other Committees.

7. New Business.

A request from a Member that future AUT meetings be hybrid. M. van Bommel said that this will definitely be necessary going forward.

- 8. Chris Frazer presented “Union Representation 101” outlining the contractual rights of Members to be represented by the AUT, or any other Faculty Member, in any dealings with the employer and described the procedures for doing so. Members were reminded of the confidential nature of any meetings with Grievance Committee Members. A Member of the Grievance Committee reinforced the importance of representation and M. van Bommel stressed that involving the Committee does not necessarily mean that a complaint will go to a grievance.

The President acknowledged the work of the Executive Committee, the Co-Chief Grievance Officers, the Joint Committee representatives, the AUT Executive Assistant, all Committee Members, and all StFXAUT Members.

9. Adjournment

Bruce Sparks
Secretary
StFXAUT

StFXAUT Annual Report May 2022

PRESIDENT'S REPORT



Dear Members,

It has been another roller-coaster year and we are all exhausted. It started with a slow return to near normal and a safe return of students, followed by a super spreader event and yet another variant leading to the interruption of exams. With vaccine mandates and mandatory masking in the mix, we were fortunate to be able to complete two academic terms with in-person classes and student presence on campus. We were still unable to gather as a group, either formally or in a social setting, but the activities of the StFXAUT and its many Committees continue virtually.

The reports of the University's financial demise are greatly exaggerated. The most recent projection released by Andrew Beckett was a \$2.75 million deficit for 2021-2022 and a budgeted \$2.35 million deficit for 2022-2023. In fact, it can be argued that the operations side of the University are not in deficit. Analysis of the audited financial statements with the exclusion of the numbers from ancillary services finds an operational deficit of just over one million dollars in the 2016-2017 fiscal year but operational surpluses of over one million dollars in 2018-2019 and over \$5.5 million in 2020-2021.

Further, since 2018-2019, even Ancillary Services managed to achieve an operational surplus each year. It is only the repayments of the principal of the ancillary debt that are causing the annual deficits reported to us. These repayments consist of more than \$3.5 million each year and, when combined with the interest payments on the debt, amount to more than \$6 million being siphoned from the operations budget annually. It is poor decisions by the Administration that led to this situation, and the spending choices that exacerbate the problem.

The year 2018-2019 presented two very interesting developments. For years, the Administration claimed StFX was underfunded by the provincial government relative to our comparators. This resulted in the announcement of a \$3.95 million increase to the University's annual operating grant beginning in 2018-2019. Unfortunately, that same year, according to the Annual Financial Report, "The University absorbed a \$5.5 million dollar loss in 2018-19 for the Coady International Institute." Further, "The \$5.5 million loss in 2018-19 is attributable to the cumulative funding shortfall associated with the conclusion of key operating programs within the Coady International Institute." Another \$0.5 million loss at Coady was absorbed in 2019-2020. Unfortunately, Coady and University Administration failed to realize these programs were concluding and they did not reapply early enough or adjust spending accordingly. It was several of our former Members and other Coady staff who paid the price.

We are repeatedly told by Administration that our salaries represent a large portion of the University expenditures, with the implication that these salaries, their annual increases and steps are responsible in large part for overall deficits. In fact, the opposite is true. Since 2013-2014,

total ordinary revenue increased by more than 40% and total ordinary expenditures by over 30%. During that same period, the StFXAUT salary base grew by under 20%.

As we near the expiration of our current *Collective Agreement* on June 30, 2022, we are in the process of surveying Members on their work environment, compensation, benefits, and ideas for improvements, and will follow up with interviews and meetings. We also continue to analyze comparators, plan and draft new versions of articles, establish priorities, and compile evidence. At this time, our solidarity and your support are essential.

My personal focus continues to be on improving conditions for all our Members, especially our most precariously employed. The task remains difficult, as Administrators still believe fiscal matters outweigh equity, fairness, or even decency, where an individual unemployed for a short term represents a substantial savings, without realizing the costs of the loss of satisfaction and dedication of colleagues. It is my hope that the new generation of Deans and Vice Presidents share our view on such matters.

As I reach the end of my first term as President, I would like to extend my appreciation to all of you who work so hard to help advance the collective goals of the Association and protect the rights of all of our Members. I would especially like to thank those who serve on Committees or have more active roles, especially the Members of the Executive Committee and the Co-Chief Grievance Officers. Finally, I want to give a special shout-out to our Executive Assistant, Susan MacKay, who not only keeps the office organized and running smoothly but keeps the rest of us invigorated with her support, encouragement, enthusiasm, and positive outlook.

Respectfully submitted,
Martin van Bommel
President

StFXAUT Annual Report May 2022

2021-2022 StFXAUT Executive Committee



The St. Francis Xavier University Association of University Teachers (StFXAUT) is the inclusive bargaining unit with a Membership that includes full-time, part-time, and contract Faculty; Librarians and Archivists; Laboratory Instructors; Nurse Educators; Coady Program and Extension Teaching Staff; Learning Skills Instructors; and Dietetic Educators. We serve in a leadership capacity for promoting conditions that strengthen academic excellence at StFX with a concern for the welfare of the University and its academic staff.

The Executive Committee of the StFXAUT for 2021-2022 were:

Martin van Bommel (Department of Mathematics and Statistics)
President

Mary Oxner (Department of Accounting and Finance)
Past-President

Denise Delorey (Department of Nursing)
Vice President

Bruce Sparks (Department of Art)
Secretary

Carl Adams (Department of Physics)
Treasurer

Andrew Foran (Department of Education)
Co-Chief Grievance Officer

Doug Al-Maini (Department of Philosophy)
Co-Chief Grievance Officer

Chris Frazer (Department of History)
Member-at-Large

Christie Lomore (Department of Psychology)
Member-at-Large

Donna Trembinski (Department of History)
Member-at-Large

Will Sweet (Department of Philosophy)
Member-at-Large

Financial Report to the Annual General Meeting May 19, 2022
St. Francis Xavier Association of University Teachers (StFXAUT)
Carl Adams, Treasurer

1. Preamble

The assets of StFXAUT are in two parts (1) the operational account and (2) the Reserve Fund. The operational account consists of a chequing account at the local credit union (East Coast). The Reserve Fund consists of a savings account at East Coast and investments with Seamark. It is the current policy of the StFXAUT that interest and investment income from the Reserve Fund is re-invested in the Reserve Fund.

2. Reserve Fund

In the past year we made a major change to the part of the Reserve Fund that is not held at the East Coast Credit Union: investments that were previously held with Scotiabank with iTrade were sold and transferred Seamark. (All completed prior to my term. Thanks to those who made it happen.) These assets consisted of cash, a Bank of Montreal Bond, and an investment in the Scotiabank Income Fund. The goal was to move to an asset class that would provide greater returns for the Association (while accepting an increase in risk and a decrease in liquidity). In my opinion this has been quite successful. For the FY2021 we realized a total gain from investments of \$12,000; for FY2022 \$49,000 on roughly the same value of investment.

Reserve Fund Report	Fiscal Year Ending March 31, 2022
Starting Position	
East Coast Credit Union Savings	\$ 102,782
iTrade Cash Balance	\$ 382,361
Bank of Montreal Bond	\$ 48,346
Scotiabank Income Fund	\$ 113,104
Total 03-21 Start	\$ 646,593
Gains	
Interest from East Coast	\$ 60
Net Close of iTrade/Bond/Cash	\$ 1,191
Net for Seamark	\$ 47,762
Total Reserve Fund Income	\$ 49,013
Ending Position	
East Coast Credit Union Savings	\$ 102,842
Seamark (mkt val. Mar. 31, 2022)	\$ 592,764
Total Reserve Fund	\$ 695,606

3. Operational Account

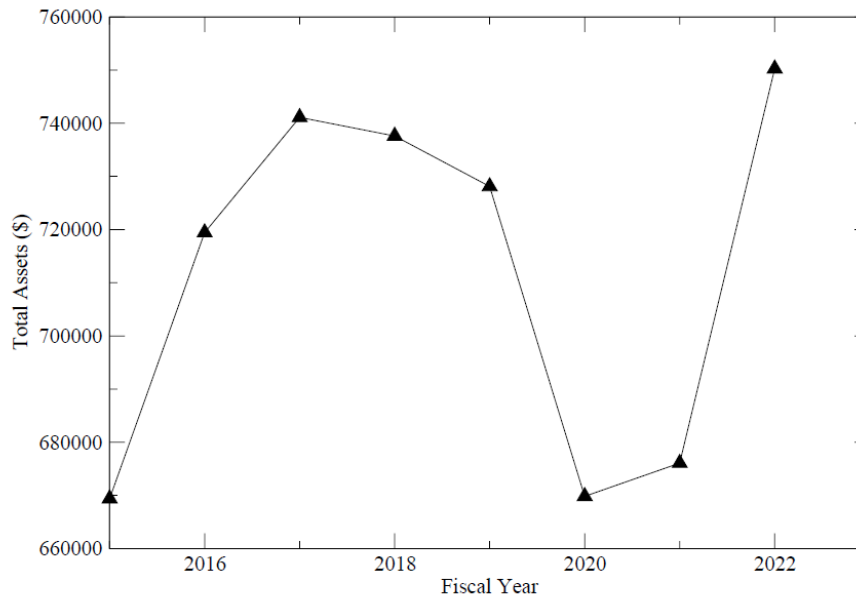
REVENUE	2022		2021
	Actual	Budget	Actual
Membership			
Dues/Contributions	\$ 308,228	\$ 289,000	\$ 284,204
EXPENDITURES			
Wages	\$ 63,047	\$ 65,375	\$ 60,656
Dues: CAUT	\$ 64,586	\$ 60,690	\$ 59,260
ANSUT	\$ 38,324	\$ 36,125	\$ 35,137
CAUT Defense fund	\$ 27,973	\$ 28,000	\$ 27,940
Academic Freedom	\$ 2,000	\$ 2,000	\$ 2,000
Legal Fees	\$ 38,444	\$ 30,000	\$ 63,855
Grievance -- Non-Legal	\$ -	\$ -	\$ 2,028
Accounting Fees	\$ 2,645	\$ 2,700	\$ 2,645
Insurance	\$ 875	\$ 875	\$ 875
Stipends / Course Relief	\$ 14,000	\$ 14,000	\$ 7,000
Professional Development	\$ 106	\$ 4,000	\$ -
Social	\$ 2,892	\$ 5,000	\$ 4,301
Travel: CAUT Meetings	\$ -	\$ 2,500	\$ -
ANSUT Meetings	\$ -	\$ -	\$ -
StFXAUT	\$ -	\$ 650	\$ -
Prizes and Awards	\$ 8,681	\$ 7,530	\$ 11,049
Office Expenses	\$ 3,155	\$ 3,000	\$ 3,602
Communications: General	\$ -	\$ 500	\$ -
Website	\$ -	\$ -	\$ 262
Donations	\$ 6,280	\$ 8,000	\$ 9,300
Bank Charges	\$ 58	\$ 50	\$ 40
Strike Support	\$ 10,000	\$ 2,000	\$ -
Total Expenditures	\$ 283,064	\$ 272,995	\$ 289,949
NET INCOME	\$ 25,164	\$ 16,005	\$ (5,746)

Overall picture of operational account is strong. A larger number of Members corresponded to much higher than expected revenues. This offset larger than expected legal fees and strike support for other university teacher associations in CAUT and ANSUT. This has given us more flexibility in our daily account for paying bills.

4. Financial Position

	Operational	Reserve	Total
End of FY 2021	\$29,486	\$646,593	\$676,079
End of FY 2022	\$54,560	\$695,606	\$750,256
Change	\$25,164	\$49,013	\$74,177

As expected from the increase in operational and reserve funds the overall financial position of the StFXAUT has improved considerably over the past year. As mandated, our Reserve Fund is more than twice the annual operational budget. This is obviously important in a negotiation year. Our last negotiation year did result in a significant decrease in overall assets. However, at this point I feel we have enough assets and a budget that is close enough to balance that there is **no need to change the mill rate away from 8.**



5. Budget for FY2023

In putting together this budget we made the following assumptions:

1. A 2% increase in revenues from dues and a corresponding increase in dues to CAUT and ANSUT.
2. A 4% increase in wages.
3. A decrease in legal fees but a corresponding increase in negotiations. \$65,000 budget for negotiations and legal fees follows the average from last two rounds. This includes funds for course buyouts for negotiators.
4. Donations increased to account for our commitment to Orange Shirt Society.
5. Awards return to our traditional six 3-credit bursaries plus other prizes.

	<u>2023</u>	<u>2022</u>
REVENUE	Budget	Actual
Membership Dues	\$ 315,000	\$ 308,228
EXPENDITURES		
Wages	\$ 66,000	\$ 63,047
Dues: CAUT	\$ 65,900	\$ 64,586
ANSUT	\$ 39,090	\$ 38,324
CAUT Defense fund	\$ 28,000	\$ 27,973
Academic Freedom	\$ 2,000	\$ 2,000
Legal Fees	\$ 35,000	\$ 38,444
Accounting Fees	\$ 2,700	\$ 2,645
Insurance	\$ 900	\$ 875
Stipends / Course Relief	\$ 14,000	\$ 14,000
Professional Development	\$ 1,000	\$ 106
Social	\$ 5,000	\$ 2,892
Travel: CAUT Meetings	\$ 1,000	\$ -
ANSUT Meetings		\$ -
StFXAUT	\$ 500	\$ -
Prizes and Awards	\$ 9,000	\$ 8,681
Office Expenses	\$ 3,500	\$ 3,155
Communications: General	\$ 500	\$ -
Donations	\$ 7,800	\$ 6,280
Negotiations	\$ 30,000	\$ -
Bank Charges	\$ 60	\$ 58
Strike Support	\$ 8,000	\$ 10,000
Total Expenditures	\$ 319,950	\$ 283,064
Net Income (Loss)	\$ (2,950)	\$ 25,164

Predicting a slight deficit but quite reasonable for a negotiation year. I have not included any predictions for returns for the investment fund. This is partly because of overall financial instability worldwide and partly because the Reserve Fund and operational fund are separated.

6. Review Engagement

MacDonald & Murphy Inc. (Chartered Accountants) analyzed the general ledger, quarterly statements, bank statements, and meeting minutes. Their review found nothing that indicates that these financial statements do not fairly represent the financial position for the StFXAUT for the Fiscal Year ending Mar. 31, 2022.

StFXAUT Annual Report May 2022

Committee: CAUT Defence Fund

Defence Fund Trustee: Donna Trembinski



Fund Mandate:

The CAUT Defence Fund dates from 1978, and its founding purpose was to provide unionized Canadian academic Member Unions with a unified strike fund. Formed of Associations that are Members of CAUT, it now includes 65 member unions representing over 36,000 academics from St. John's to Victoria. Since 1992 the Defence Fund has been incorporated under the laws of Canada. Each Member Union appoints a Trustee (Associations with more than 500 Members appoint a second Trustee, and those with more than 1,000, a third) and some CAUT officers are ex-officio Members of the Board of Trustees, which meets must meet at least once a year, virtually or in person, to oversee the management of the Fund.

Trustees have two roles. They have fiduciary responsibilities to ensure that monies are used solely to meet the objectives and purposes of the Fund. Secondly, they represent the views and interests of their own union.

The level of dues is currently set at \$66 per person per year, a figure that has not risen since the 1990s. The Fund is in good financial shape with a balance of just under \$37.5 million as of October of 2021. However, these funds have likely been diminished in 2021-2022 academic year due to an unprecedented number of job actions that have taken place.

Activities for the Year:

The CAUT Defence Fund has been active this year. The annual general meeting took place on zoom over two days, Saturday October 16, 2021, and Saturday November 13, 2021. Throughout the year, the Defence Fund has also met several times to approve strike support for 10(!) different Unions and Faculty Associations including those at Acadia University, the University of the Ontario Institute of Technology (UOIT), University of Lethbridge, Concordia University of Edmonton, Université de Sainte-Anne, Mount Royal University, York University, and Athabasca University. This year job actions occurred at Acadia, UOIT, the University of Lethbridge, Concordia University of Edmonton, and the Université de Sainte-Anne. Most of these job actions were protracted, lasting more than three weeks in duration.

In support of these job actions, the StFXAUT sent funds and flying pickets to universities that were close by, and Dr. Peter McInnis, in his role as Vice President of CAUT National, visited several more. Flying pickets quite important for helping to maintain morale on strike lines, please do think about responding to calls for flying pickets when they are posted.

Last year's report alluded to investigations about changing the Defence Fund's governance model. A report from a CAUT lawyer has been provided and we await a report from a lawyer contracted by the Defence Fund itself. The StFXAUT is keeping an eye on this as there appears to be the potential for diminishing the voice of small universities in the new model. Debate on changing the governance structure has been tabled until the Defence Fund's lawyer produces their report, and a meeting can be held in person.

StFXAUT Annual Report May 2022

Committee: Communications

Committee Chair: Susan MacKay



Committee Mandate:

With the direction of the Executive, to inform and educate the Membership about and involve the Membership in the activities and purposes of the Association; to connect Members to the broader issues relevant to labour, equity, and post-secondary education (PSE); to manage and regularly update all the channels of communication, both internal and external; and to oversee the communication efforts of the Association staff.

Committee Members:

Martin van Bommel (President), Pauline MacIntosh, Christina Holmes, Sutapa Chattopadhyay, Dan Robinson, Philip Girvan (Communications Officer), and Susan MacKay (Executive Assistant)

Committee Activities for the Year:

Members of the Communications Committee met (virtually) throughout the year to discuss and plan Beacon publications.

The Committee published one newsletter this year: *2022 Spring Edition of The Beacon*. Editions of *The Beacon* can be accessed at <https://stfxaut.ca/the-beacon/>.

The focus of our Committee is to inform the Membership about current Administration, labour, and PSE issues, and acknowledge the contribution Members make to our campus and greater communities personally, professionally, and academically.

We thank all Members who have contributed to *Beacons* and *Bulletins* over the years. Your suggestions, article submissions, and continued interest and support are greatly appreciated.

StFXAUT Annual Report May 2022

Committee: Contract and Benefits

Committee Chair: Will Sweet



Committee Mandate:

To make recommendations to the Executive Committee regarding the provisions of the *Collective Agreement* and benefits. To help prepare the Negotiating Team for negotiations and support the Executive and the Negotiating Team during negotiations.

Committee Members:

Donnelly Archibald, Jamie Braid, Chris Gilham, James Hughes, Wendy Panagopoulos, Bruce Sparks (Secretary), Will Sweet (Executive Member-at-Large), Tara Taylor, Martin van Bommel (President), and Bob Zecker

Committee Activities for the Year:

In the past year, Members of the Committee have been collecting information on how the current *Collective Agreement* has been interpreted and implemented, and identifying and analyzing possible problems. Included in this analysis has been aspects of the Tenure and Promotion process for Faculty, the probationary period for Librarians, the Coady promotion and evaluation process, and other issues.

A key focus over the past few months was the development of the Member survey which has just been opened. Focus will shift to the analysis of the data collected to determine Member concerns and priorities, and to investigate Member suggestions.

In the months ahead, the Committee will shift its focus to drafting and revising language for contract negotiations. We will update comparisons between our current *Collective Agreement* and the contracts of several comparator institutions in the Atlantic region and beyond. We will distill key issues and concerns from the Member survey and will invite Members to provide additional input. This information will be used to help form proposals for negotiation and to support the work of the Negotiating Team.

StFXAUT Annual Report May 2022

Committee: COVID-19 LOU Committee

Committee Chair: Martin van Bommel, President



LOU Amendment Committee:

Mandate: The Committee was tasked with reviewing the LOU [COVID-19 Continuing Measures](#), which was due to expire on May 1, 2021, to determine which measures needed to be extended and/or modified. Advice from this review was passed on to the AUT representatives of Joint Committee. Negotiations with Andrew Beckett (VP Finance & Operations) and Karen Brebner (Dean of Arts) as the Administrative representatives led to an agreement for another extension until May 31, 2022 of most of the measures, as well as the Appendix “Guidelines for Evaluation Committees”.

Committee Members: Doug Al-Maini (Co-Chief Grievance Officer), Andrew Foran (Co-Chief Grievance Officer), Rachel Hurst (Joint Committee), Christie Lomore (Executive Member-at-Large), Susan MacKay (Executive Assistant), Mary Oxner (Past-President), Donna Trembinski (Executive Member-at-Large), Martin van Bommel (President), and Charlene Weaving (Joint Committee)

Outcome: The LOU [COVID-19 Continuing Measures](#), signed on December 2nd, 2021.

StFXAUT Annual Report May 2022

Committee: Financial Oversight

Committee Chair: Carl Adams, Treasurer



Committee Mandate:

The Committee's mandate is to interpret and analyze the financial information published by University Administrators (e.g., audited financial statements, budget documents) and report those interpretations and analyses to Members.

Committee Members:

Carl Adams (Treasurer), Rhonda McIver, Nancy Forestell, Jonathan Rosborough, and Martin van Bommel (President)

Committee Activities for the Year:

The Committee did not meet during the 2021-2022 year, but ongoing financial analysis has been conducted by the President, Treasurer, and Members of the Executive Committee.

StFXAUT Annual Report May 2022



Committee: Grievance

Co-Chief Grievance Officers: Andrew Foran and Doug Al-Maini

Committee Mandate:

To ensure the just and equitable treatment and evaluation of Association Members; to defend and seek enforcement of all contractual arrangements between the Association and the Employer; and to make recommendations to the Executive. The Committee shall meet at least twice annually.

Committee Members:

Andrew Foran (Co-Chief Grievance Officer), Doug Al-Maini (Co-Chief Grievance Officer), Chris Frazer (Executive Committee Member-at-Large), Martin Sastri, Meghan Landry, and Nancy Forestell

Committee Activities for the Year:

Over the past year, the Grievance Committee attended a grievance officer workshop, hosted by CAUT, we settled several issues and grievances that focused on collegial governance, workplace assessments, interpretation of the *Collective Agreement*, and part-time hiring. We were able to work closely with the AVP, and our Members, as they prepared dossiers as part of the Rank & Tenure (R&T) process. We attended R&T workshops reviewing the content provided to Members and continue to monitor issues that emerge in the R&T process.

Most significant this year was, again, the impact of the pandemic on our Members' work as COVID-19 forced the issue of workplace safety into the spotlight in December 2021. Despite the University ignoring our requests to convene the Joint Occupational Health and Safety Committee (JOHSC) in December, we pressured Administration to acknowledge our requests to meet and respond appropriately to workplace safety concerns through the support of the Department of Labour. Although pandemic-related concerns persisted, most issues were resolved in favor of our Members through accommodations in several situations to on-line vs. in-person courses.

We also worked on discipline (e.g., unprofessional behaviour in the classroom, student-faculty communication), student complaints, and internal department conflict related cases supporting our Members by ensuring the proper supports were in place for them to continue their work productively. Much of this work is ongoing and we are closely monitoring the workplace conditions for a few of our Members.

We finalized the implementation of the Arbitrator's decision (in our favor) from the 2018 Membership inclusion grievance and is accessing the full benefits of our *Collective Agreement*. In addition, we helped Members deal with individual and administrative issues from course load related to teaching off-campus, provided advice on R&T procedures, (e.g., file components, the

process in securing external referees), answered questions regarding the benefits package, guided Members seeking accommodations due to health and options for retirement, resignation, and leaves, including sabbatical expectations.

Other issues that we dealt with included hiring processes that impacted the Selection and Interviewing Committees, part-time rosters, Terms of Reference for DEC letters and process(es), denial of promotion, changes in course assignments mid-year, implications of cross appointments, intrusion of Administration on hiring specific to LTA appointments, and the encroachment of Members' work duties by supervisors and intra-departmental relations. We mediated disputes between Members and their supervisors, and ensured our Members were not called upon to perform duties appropriate to a managerial role. We also advised Members on dealing with supervisors who had been undermining their administrative roles within departments.

StFXAUT Annual Report May 2022

Committee: Joint Committee

Committee Chair: Rachel Hurst and Charlene Weaving



Committee Mandate:

Established in accordance with the terms of Article 1.18 of the *Collective Agreement*, this Committee serves in an advisory capacity to both University Administration and the StFXAUT with the general aim of ensuring that the *Collective Agreement* is administered in a spirit of cooperation and mutual respect.

2021-2022 Committee Members:

Rachel Hurst and Charlene Weaving (StFXAUT)

Andrew Beckett and Karen Brebner (StFX University Representatives)

2021-2022 Committee Activities for the Year:

There was significant instability with the Administrative Representatives on Joint Committee this year. It was a tremendous loss to the activities, collegiality, and progress of the Joint Committee when Dr. Dan Belliveau could no longer serve in June of 2021. Dean Brebner replaced him. And, then on October 1, 2021, Jennifer Swinemar-Murray was replaced by Andrew Beckett.

Joint Committee negotiated a [Memorandum of Understanding \(MOU\) Tenure and Promotion](#) to Associate Professor (signed July 2021) clarifying language for Members with previous experience seeking early Tenure and promotion to Associate.

Negotiations began in May of 2021 for the [COVID-19 CONTINUING MEASURES – July 15, 2021](#) (which extended to December 31, 2021) and were finalized in July 2021.

In November 2021, we began negotiating an extension on the COVID-19 LOU. We have included our report that was distributed via email by Martin van Bommel (December 7, 2021) below:

At the November 19th Joint Committee meeting, we requested an extension of the Letter of Understanding (LOU) titled, “COVID-19 Continuing Measures, July 15, 2021” to the end of the Academic year (May 1, 2022). We were asked to provide a justification for this request, and so we noted in the meeting that the province remained in a State of Emergency, that we were in the midst of the 4th wave, and highlighted the value of virtual office hours and options for virtual meetings in particular.

One week later, we received a short (three sentence) email indicating that the Administration did not agree to extend the LOU because **“we need to learn to live with the new normal that will**

likely see COVID present in our communities,” and that precautionary measures like virtual office hours and meetings were no longer necessary since other restrictions (e.g., travel) had been eliminated. *[note: this message was sent to us 4 days before X-Ring]*

We were surprised by this response, given that all we were asking for was a four-month extension on an LOU that has no financial implications for the university, did not have a negative impact on students that we are aware of, and gave our Members some peace of mind in a stressful and uncertain time. We were further surprised by the complete lack of any evidence supporting their position.

We wrote a rather long response, and made the following points:

- a) Nova Scotia has been in a State of Emergency since March 20, 2020, which was renewed till at least December 12, 2021.
- b) Students will return to campus from Canada-wide and international destinations, several of which are not as safe as NS. We included info from Public Health Agency of Canada.
- c) There is still a large population of unvaccinated and partially vaccinated people, and several of us live with them (kids). Until they are fully vaccinated, it makes sense to be prudent, given news reports and personal anecdotes that vaccinated parents have gotten COVID from their unvaccinated children.
- d) Mask guidance from PHAC has changed, and there is a better understanding of how COVID is transmitted (aerosol transmission), suggesting that we should continue to be cautious and mindful of the time we spend in indoor spaces with several people, given that there is no social distancing possible in classrooms or in offices.
- e) Measures like virtual office hours benefit students, who seem to like virtual office hours. Current guidelines from NS Public Health state that if we have a cough or two or more symptoms like fever, headache, etc., we must book a PCR test and self-isolate until we get a negative result. A variety of illnesses have circulated amongst students this fall, including mononucleosis, strep throat, the flu, and colds. If we get sick, we can't teach—and cancelling classes and/or office hours due to illnesses that could have been avoided is to the detriment of students.

After a bit of back-and-forth on some minor corrections, the Administration agreed to extend the LOU until May 31, 2021: [“COVID-19 Continuing Measures”](#)

From the first deliberations regarding a COVID-19 LOU, we have been concerned that the Administration has minimized the impact of the pandemic on our Members and the campus community. When we have asked for extensions to the LOU, we have been met with resistance. For example, when we requested an extension to the September 30, 2020 LOU, we asked for the LOU to cover the full 2021-22 Academic year. The Administration refused. We predicted that we would, yet again, find ourselves deliberating the LOU extension instead of doing other Joint Committee work in the fall. We were correct. We are glad for the extension of the LOU, but think it is important for Members to understand the circumstances that led to the extension.

After the negotiations for the extension of the COVID-19 LOU, we attempted to bring housekeeping items to Joint (for example 'Definitions' in the CA). However, the Administration would not engage citing that all these *issues* would be dealt with at the upcoming negotiations (CA expires June 2022).

StFXAUT Annual Report May 2022

Committee: Joint Occupational Health & Safety Committee
(JOHSC)



AUT Representative: Jamie Braid

Committee Mandate:

The purpose of the JOHSC is to work cooperatively with the Employer in identifying and resolving safety and health issues. The Committee has a mandate to advise, recommend, and assist on policies that will improve the health and safety of all employees while at the University. In addition, the JOHSC will monitor, review, participate, and advise on the University's Health and Safety Management System with the goal of eliminating workplace injury and illness.

Committee Members (StFXAUT): Jamie Braid (Representative) and Susan MacKay, AUT Executive Assistant (Alternate & JOHSC Secretary)

As per the [StFX JOHSC Minutes](#), please find below items discussed during 2021-2022 meetings:

- 9-Volt Batteries: Safe Storage and Disposal (*Note: the National Fire Protection Association (NFPA) [9-volt battery safety alert link](#) was included in the 2022 Spring Beacon*)
- Air Quality/Ventilation *
- Alternate Members Attend JOHSC Meetings
- Building Inspections
- Committee Membership
- COVID-19 and Enhanced Ventilation on Campus *
- COVID-19 Updates (provided by the Director of Risk Management, Randy Peters)
- Draft StFX Violence in the Workplace Policy (VITW) / Risk Assessment Policy
- Epi-pens
- Fume Hoods
- Health and Safety Concerns / Corrective Actions Update
- Housekeeping in Residence Hallways (MacKinnon and Cameron)
- Incident Reporting and Investigations
- Nighttime Lighting Audit/Assessment (StFX Campus)
- Obsolete Equipment in Science Buildings
- OHSMS (Occupational Health and Safety Management System) Manual Review – Chapter 10: Procurement and Contracting
- OHS Policy Review
- Request for Air Testing in Nicholson Tower *
- Scent Awareness (<https://www.mystfx.ca/ohs/scent-awareness>)
- StFXAUT Request to Call an Emergency JOHSC Meeting in December *
- Sub-Committees: Event Planning/Communications and Traffic Safety
- Terms of Reference (ToR) *
- Training for JOHSC Members
- Workplace Refusal Update

* **Items brought forth on behalf of the StFXAUT** (Please find below excerpts from the Minutes):

Air Quality/Ventilation

November 25, 2021 – Leon advised the information session with FM and the AUT took place and were well received (Note: this online meeting was held on November 9, facilitated by FM staff Leon MacLellan, Doug Campbell, and Blair Maltby to discuss COVID-19 and air quality/ventilation health and safety concerns. In response to a request made during this meeting to purchase HEPA filters for buildings without central ventilation, FM purchased 35 HEPA filters; see January 27 Minutes).

October 28, 2021 – For the special meeting held on September 29, Laurie transcribed the meeting (this Addendum was added to the September 23 Minutes). Susan and Leon have been working on scheduling a presentation with Members of the StFXAUT in November.

September 29, 2021 (Addendum – notes from meeting about Ventilation; see September 23 Minutes):

Leon: It's better to have a discussion about ventilation than address any questions. The standard bearer is ASHRAE, an international organization that sets guidelines for indoor air quality. They are doing a lot of research into this virus, but they do not have any guidelines for us.

A ventilation system is meant to accomplish a couple of things – indoor air quality and humidity, and it is meant to exhaust air, and it is always meant to introduce fresh air into the building. It does that in a way that has been acceptable to people even using ceiling air mounted air supply and return. There could be short circuiting but mixing happens when there is movement in the room. Those systems work.

When we talk about virus – propagation and mitigation – ASHRAE does not have clear guidelines about how a virus can be controlled. The building Leon is in does not have any mechanical ventilation, but with masking and other protocols we are safe (globally accepted standard).

We could consider a HEPA filter – which is a filter with a fan that's about the size of a chair that would circulate the air in the room and filter out the virus. We have filters that can filter out the virus, but this virus drops out of the air itself. However, if you put it in a room with two people, if you turned on a HEPA filter and one was infected and one was not infected, you probably don't want air circulating in that room, at least in that fan. This is the complication with virus mitigation – the systems that are meant to transfer heat or reduce humidity or introduce oxygen are not necessarily the kinds of systems you want to mitigate virus transmission.

That's essentially where the industry is at, and that's why most universities have not moved to introduce new systems into all their areas. FM maintain ventilation systems, and classrooms with mechanical ventilation are purged at the beginning and end of each day. FM have increased the level of outside air being introduced, not so concerned about energy savings right now.

What we are finding about this virus is that it settles out. Masking, social distancing and washing your hands help. Ventilation is not effective one way or the other or doesn't seem to make a big difference one way or the other. Open to questions:

Susan: Thank you for all your work. AUT would like to learn more about what FM has done to be able to field questions and concerns about ventilation. The more information and the more communication, the better. Could you please clarify how the University is meeting or exceeding NS Health guidelines, as per Andrew Beckett's email (September 3rd), specifically for shared spaces, e.g. labs, offices, kitchens, athletic facilities, food service facilities?

Leon: The memo should have included all spaces on campus. The basic criteria is 10 cu. ft. per minute per person in mechanically-ventilated spaces. To compare to cleaning of surfaces, last year we hired 12 additional cleaners throughout the year to clean surfaces on the campus from September to April even though we knew there wasn't a single case of surface transmission in Canada of this disease. This disease is transferred through shared air, not surfaces. The ventilation systems are working the way they are supposed to work and it not where the disease is know to propagate. Shared air is not the same as a ventilation system. We do not necessarily want to mix air – not known to be a significant factor in

spreading the disease. What the industry has found is that this virus is falling out of the air, and it is not being transferred through ventilation ducts. It is spreading between people less than 6 feet apart and indoors. Our systems cannot control the air in classrooms – natural or mechanical ventilation.

Susan: Data requested for 10 cu. ft. per person.

Leon: That would be a separate project, but we keep the systems maintained. We don't have estimates for all the classrooms or shared spaces. That may be a project in the future, but don't expect any actions required until ASHRAE provides guidance.

Susan: Can you please provide entire list of campus labs and classrooms with and without mechanical ventilation?

Leon: Yes.

Susan: Naturally-ventilated classrooms – how are these spaces compliant with provincial standards?

Leon: They are in compliance with the provincial guidelines. Not an area of concern for transmission of COVID.

Susan: For the AUT newsletter, we might want to include an article – the more information and clarity, the better to reduce anxiety and stress.

Susan: What about indoor air quality (IAQ) testing in spaces?

Leon: Janet or Laurie follow up on IAQ requests. There are no tests to find COVID in the air. IAQ readings are complicated and usually only represent a specific period in time.

Joe: Thank you to Leon for this presentation. I think the issue about people asking for data comes from a statement that was made that an assessment was done last year, so looking for data from that report. I had a meeting with the School of Nursing and Leon gave a wonderful presentation. Since that meeting I have not heard anything.

Leon: Meeting in person is usually better, but open to recommendations about communicating to campus.

Susan: Would you be open to making future presentations?

Leon: Yes, would take approximately ½ hour.

September 23, 2021 - The StFXAUT Executive Committee (EC) is requesting a meeting with FM and Risk Management to formally address ongoing air quality and ventilation campus safety concerns with Laurie, Randy, Leon, and Doug Campbell (FM Maintenance Manager). Randy said FM has addressed these concerns with several Members. Leon asked if there was a possibility to schedule a special meeting next week. Randy and Leon said they would be happy to meet with the EC. Joe said Leon gave a presentation to the Chair/Coordinators which helped clarify the issues. Since there was not enough time to discuss Air Quality/Ventilation, a special JOHSC meeting will be scheduled on Wednesday, September 29th.

COVID-19 and Enhanced Ventilation on Campus

April 29, 2021 - Susan asked if there was a JOHSC member who could provide an update about what has been done to enhance ventilation on campus. Leon informed the committee that half of the buildings on campus have a variety of ventilation systems and the other half do not have one at all (given their age). Last fall, Siemens was on campus and programmed the maximum ventilation rate while maintaining all other environmental qualities. FM checked the mechanical ventilation and raised (enhanced) the ventilation rates during the winter term. Since there is no real criteria or standard in the industry, Leon is expecting communication from ASHRAE which governs the standard for acceptable indoor air quality. Laurie acknowledged all the work FM has done to improve ventilation and asked whether their efforts should be communicated to campus. Dan acknowledged the efforts of Leon and Facilities Management in addressing ongoing ventilation concerns and questions. Susan thanked Leon and FM colleagues for keeping campus safe and healthy.

Request for Air Testing in Nicholson Tower (NT)

(February 24, 2022 Minutes) Leon sent a report to the occupants of NT that the conditions were clear.

(January 27, 2022 Minutes) Susan said StFXAUT Members have requested air quality testing in Nicholson Tower (NT), given the recent flooding incident. Leon provided some background. A week ago Sunday evening, there was a flood in NT, probably from the coffee maker on the 8th floor (there is an ongoing investigation for the cause). A leak went through the building from the 8th to 1st floors, on the east (Annex) side. FM has been working to dry out the building. Remedial work will begin at the end of term so Faculty can remain in their offices. The workplace is considered safe. Temperatures have been lowered to reduce mold buildup. WINDMAR has been monitoring humidity. Carpets will be replaced in May. FM met with 55 occupants of NT to address concerns. About 40 offices were affected. Dean Brebner is working with occupants to document damaged items (personal and StFX) for insurance. ALL-TECH is conducting tests and will provide a report. Susan asked if the testing results will be circulated to the campus. Leon confirmed the results will be communicated to the NT occupants and the JOHSC. Krista acknowledged all of the hard work done by Facilities Management.

StFXAUT Request to Call an Emergency JOHSC Meeting in December (January 27, 2022 Minutes)

This item was added to the Minutes to officially record this request. In December, on behalf of the StFXAUT Executive Committee (EC), Susan and Jamie called for an emergency JOHSC meeting to discuss the rapidly unfolding COVID/OMICRON crisis at StFX. In response to this meeting not being called, Members of the StFXAUT EC met with Paula Dobson (OHS Officer, NS Department of Labour) who will be issuing a Report to StFX this week.

Jamie clarified the StFXAUT was fielding OHS workplace concerns from many Members. An emergency meeting was a prudent and efficient venue to exchange information. We were surprised this type of situation did not qualify as an “emergency”.

Susan added this meeting would have provided an opportunity for JOHSC Members to share, address, or communicate their (or their Members’) health and safety concerns, fears, risks, and safety gaps in the workplace.

Krista said the mandate fell with the COVID-19 Steering Committee. Kris added the questions asked were operational in nature and best directed to the COVID-19 Steering Committee and University leadership.

Krista asked what does qualify for an “emergency” JOHSC meeting. Laurie clarified the ToR does not say “why” but “how” to call an emergency meeting. Laurie will look into this further.

Leon added OHS environments have been challenging as COVID regulations frequently change.

Randy is open to however we determine emergency meetings. There are now Faculty Members on the COVID-19 Steering Committee. Randy invited anyone to meet with him if they have questions. If emergency meetings are mentioned in the ToR, then meetings can be called if JOHSC Members want to discuss/voice subjects of concern.

Moving forward, the StFXAUT has expressed an interest in working with the StFX Administration and the JOHSC to make ongoing recommendations to improve campus safety. Susan said this is an opportunity to improve communication, collaboration, and consultation.

Krista said in the future, the JOHSC Executive will be open to all meeting requests. Laurie added workplace concerns can be reported in the online portal.

Terms of Reference (ToR) (February 24, 2022 Minutes)

Laurie sent the ToR to the JOHSC for their annual review/suggested revisions. Two sections were discussed: 7.0 Emergency Meetings and 8.0 Quorum. Susan requested 7.0 be amended to define “emergency” and if a JOHSC Member would like to discuss an OHS issue -due to an emergency- then a meeting should be called. Laurie was not at StFX when the ToR were written/agreed upon so she will look into the history and legalities. Randy does not object to calling for an emergency meeting but noted we still need to have a quorum and the ToR need to be followed. Leon said in the past we haven’t been

hesitant about having health/safety meetings. Krista suggested more research be done about what defines an “emergency meeting”, what other schools do, and what is the industry standard. Joe agreed with Krista about looking into this more carefully. The second item discussed was “quorum” and what we are legally obligated to do if there are not enough Employee and/or Employer Representatives when voting. Kris suggested Members review the ToR and bring suggestions to the March meeting for discussion and a vote.

Throughout the past year, we appreciated the opportunity to serve on the JOHSC and work collaboratively with JOHSC Members to address and respond to OHS issues to make our campus community a safer and healthier one for all.

At the 2022 AGM, the AUT JOHSC Representative, Jamie Braid, concludes his three-year term and the AUT Alternate, Susan MacKay, concludes her one-year term as Secretary and two three-year terms.

➤ [StFX OHS Website](#)

➤ **StFX Occupational Health & Safety Manager:**
Laurie Reid lareid@stfx.ca, phone: 902-867-4932

➤ **StFX Reporting:** For all incidents, accidents, and hazards,
please contact Security: 902-867-4444

➤ [Reporting Incidents and Injuries](#)

➤ [Nova Scotia Occupational Health and Safety \(OHS\) Act](#)

StFXAUT Annual Report May 2022

Committee: Nominations

Committee Chair: Ornella Nzindukiyimana



Committee Mandate:

To nominate Members for election for positions among Officers, the Executive, and on Standing Committees, and, at the request of the Executive Committee, to suggest Members to serve on Ad Hoc Committees.

2021-2022 Committee Members:

Ornella Nzindukiyimana, Andrew MacDougall, and Margaret Vail

There were two calls for nominations for the StFXAUT: For the Fall Regular Meeting in November 2021 and for the Annual General Meeting in May 2022.

2021 Committee Activities for the Year:

Upon receiving the list of vacant committee positions from the AUT President on Oct. 20, 2021, the Committee communicated with Members to identify nominees to be elected for the vacant positions. Throughout the following weeks, we identified individuals to be nominated for the following positions:

Status of Women and Equity (SOWE) Committee (1 position); Outstanding Staff Teaching Award Committee (1 position); University Pension Plan Committee (1 position).

Margaret presented the nominees at the Regular Meeting on Nov. 3, 2021.

2022 Committee Activities for the Year:

Upon receiving the list of vacant committee positions from the AUT President on April 22, 2022, the Committee (Ornella, Andrew, and Margaret) communicated with Members to identify nominees to be elected for the vacant positions. Throughout the following weeks, we identified individuals to be nominated for the following positions:

Executive Committee: President (1), Vice President (1), Secretary (1), Member-at-Large (3); Nominations Committee (1); Contract & Benefits Committee (7); Grievance Committee (4); Communications Committee (2); Learning Skills Program Committee (2); Outstanding Staff Teaching Award Committee (2); University Pension Plan Committee (2); Benefits Governance (2).

Ornella will present the nominees at the AGM on May 19, 2022.

StFXAUT Annual Report May 2022

Committee: Reserve Fund Committee

Committee Chair: Carl Adams, Treasurer



Reserve Fund Committee Mandate: The Committee is tasked with both the investment and oversight of the Reserve and other long-term Funds of the StFXAUT.

Committee Members:

Carl Adams (Treasurer), Martin van Bommel (President), Mary Oxner (Past-President), Mikael Haller, and Robert Madden

Committee Activities for the Year:

The Committee did not meet during the 2021-2022 year, but ongoing financial analysis has been conducted by the President, Treasurer, and Members of the Executive Committee.

StFXAUT Annual Report May 2022

Committee: Social Affairs

Committee Chair: Susan MacKay



Committee Mandate:

To organize social events for Members of the Association, in consultation with the President of the StFXAUT or a designated representative.

Committee Members:

Martin van Bommel (President), Kim Burnett, Margaret Vail, Yvon Grenier, and Susan MacKay (Executive Assistant).



StFX Human Resources, StFX Association of University Teachers (StFXAUT) and the Antigonish Community Navigation & Physician Retention Team are pleased to partner in the planning of a community meet & greet.

Family friendly event including guided hikes & kids activities.
A lunch will be served in the Keppoch Lodge at noon.
Event will be held rain or shine- weather appropriate attire recommended

RSVP to hr@stfx.ca by **April 19th**

Please include any dietary restrictions you may have



ST. FRANCIS XAVIER
UNIVERSITY



Committee Activities for the Year:

Due to COVID-19, the Committee did not organize any events throughout the Academic year.

As most public health restrictions in Nova Scotia were lifted on March 21, the StFXAUT partnered with the StFX Human Resources Department and the Antigonish Community Navigation & Physician Retention Team to host a family-friendly Community Meet & Greet at the Keppoch Lodge to welcome and introduce new Members of the campus and medical communities to one another.

The fun-filled Meet & Greet was held on Saturday, April 23, and was well attended. Many pet dogs also enjoyed the event!

We hope to schedule future AUT events at the Keppoch Lodge.

StFXAUT Annual Report May 2022

Committee: Status of Women and Equity Committee (SOWE)



Committee Chair: Meghan Landry

Committee Mandate:

To prepare recommendations and reports to StFXAUT on equity at StFX. The objective of the Committee is to promote implementation of statutory rights with the aim of achieving an equitable workplace.

2021-2022 Committee Members:

Meghan Landry, Chris Frazer (Executive Committee Member-at-Large), L. Jane McMillan, Robin Neustaeter, Susan MacKay (Executive Assistant), and Sutapa Chattopadhyay

Committee Activities for the Year:

The Committee met on May 17, 2021, and November 4, 2021. The May meeting discussed the role of SOWE and its relation to the Equity Advisory Committee (EAC) on campus. It was decided that the Chair, M. Landry, would also sit on the EAC to represent SOWE in that capacity. The November meeting marked the beginning of discussions around SOWE's first Equity Audit. The StFX Diversity Workplace Questionnaire was analyzed, and a decision was made to develop a separate analysis for AUT Members, with an overarching goal to gather more detailed information and data to support equity-deserving groups and Members. In order to support this initiative, a meeting with CAUT was scheduled, but cancelled due to Covid-19, so the Committee will look at rescheduling this meeting soon.

StFXAUT Annual Report May 2022

Committee: University Benefits Governance Committee

AUT Representatives: Monica Schuegraf and Meghan Landry



Committee Mandate:

The StFXAUT Executive shall select two Members, reporting to the Association, to serve on a four-person Committee with the Administration.

Per the *Collective Agreement*, Article 1.16.8 Benefits Governance (p. 38):

“This committee will be responsible for overseeing group benefit programmes in accordance with the provisions of this *Collective Agreement*. The Committee shall meet at least once each year.

The Benefits plan currently in operation shall continue in operation for the term of the Agreement, or until such time during the Agreement as a new plan is agreed upon by the Employer and the Association. The Employer shall make no change in the plan without the consent of the Association.”

2021-2022 Committee Members:

Monica Schuegraf and Meghan Landry
Administration Representatives?

Committee Activities for the Year:

Only one Committee meeting was called or held in the last five years despite changes to the plan each year. As such, there is no venue for discussing considerations to the plan as raised by Members. The one meeting occurred in May 2019 at the insistence of Committee Members. The lack of meetings to discuss benefits was raised during negotiations. Assurances were provided, but again, no meeting was held. It is also not clear if there are any current Administration Representatives.

StFXAUT Annual Report May 2022

Committee: University Pension Plan / Pension Plan Advisory

AUT Representative: Ken MacAulay



Committee Mandate:

Three representatives from the Association are on the University's Pension Plan Committee. The Committee shall meet at least once in each Plan year and shall be actively involved in any re-negotiations to the Plan and decisions. The StFXAUT struck a Pension Plan Advisory Committee at 2018's Annual General Meeting. The purpose of the Advisory Committee is to provide a committee structure to discuss relevant issues and advise the University Pension Plan Representatives.

2021-2022 University Pension Plan Committee Members:

Ken MacAulay, Mikael Haller, and Susan Cameron

2021-2022 Pension Plan Advisory Committee Members:

Mikael Haller, Ken MacAulay, Jeff Vossen and Ping Wang

Committee Activities for the Year:

The Pension Plan Advisory Committee met in the 2021-22 Academic year to discuss the issues around joining the Nova Scotia Public Service Superannuation Plan (NS PSSP). (University Administration had changed their position and would not oppose us joining the plan.) The Pension Plan Advisory Committee recommended the Executive of the StFXAUT explore joining the PSSP. No movement has been made by the University to move forward with the PSSP for AUT Members. The Committee also met with the University Pension Plan Committee to explore ways to improve the present pension plan based on recommendations from an expert from LifeWorks. This work is ongoing.

StFXAUT Annual Report May 2022

Committee: 5th *Collective Agreement* MOU Committees

Reporting: Martin van Bommel, President



Memorandum of Understanding #1 – Student Course Evaluations

Mandate: The University and the StFXAUT jointly requested that Senate undertake a thorough review of the form and content of Student Course Evaluation Questionnaires and analysis of the validity of this tool as a measure of effective teaching.

Status: An Ad Hoc Committee of Senate has been established and populated to address the student course evaluations. The Committee has not yet met.

Memorandum of Understanding #2 – Scheduling

Mandate: A Timetable Committee tasked with identifying the options that are available to address possible scheduling issues. (pp. 253-254 of *Collective Agreement*)

AUT Representatives: Ken MacAulay, William Sweet, and Charlene Weaving

Admin Representatives: Karen Brebner, Dean of Arts (Chair), Elizabeth Yeo, Vice-President Students, and Ann Fox, Chair of Human Nutrition

Status: The first meeting of the Committee has yet to be organized. The University Registrar had been tasked with examining the effectiveness of automated scheduling by generating parallel schedules. There has been no communication that that examination has occurred.

Memorandum of Understanding #3 – Gender Pay Equity

Mandate: To undertake a joint review of faculty salaries. “The aim of this review is to identify anomalies, if any, based on gender where there is a statistically significant difference between the pay of Faculty Members.” (p. 255 of *Collective Agreement*)

AUT Representatives: Nancy Forestell, Mary Oxner (Past-President), and Tara Taylor

Admin Representatives: Andrew Beckett, Lacey Marie Brogden, Randy Peters, and Julie Marchand

Status: The Committee has met several times this year to discuss the process for conducting the review. A consultant was engaged by Administration to propose a review process which would include the generation of a report. The Committee has discussed process, data availability, and data inclusion. The Committee continues to discuss the process and provide insights into the review.

StFXAUT Annual Report May 2022

Committee: Association of Nova Scotia University
Teachers (ANSUT)



StFXAUT Representative: Bruce Sparks

ANUST is the provincial body representing Nova Scotia Faculty Associations. All Universities are Members except Dalhousie and King's College. Its goals are to advocate for its Members' concerns, share information, and conduct research into post-secondary education in the province. Among issues that concerned it last year were the lengthy strikes at Acadia University and Université Sainte-Anne, Board governance, and administrative responses to COVID. It continues to work on updating a previous research project, *The Culture of Entitlement*, which examines the cost and structure of University Administration. Research into governance was published this spring as *Board of Governors Structures at Nova Scotia Universities*. A digital copy is available here: <https://ansut.caut.ca/publications-research/>.

StFXAUT Annual Report May 2022

Committee: Outstanding Staff Teaching Award Committee

Committee Chair: Chris Gilham



Association Committee Mandate:

The St. Francis Xavier University Outstanding Staff Teaching Award (OSTA) recognizes teaching contributions made by teaching staff at StFX who have contributed exceptionally to students' learning experiences.

Eligible teaching staff Members include Lab Instructors, Dietetic Educators, Nurse Educators, Coady Teaching Staff, Extension Program Staff, Learning Skills Instructors, and Librarians.

Teaching effectiveness is assessed by the OSTA Committee according to the following three elements:

- The ability of the nominee to inspire, engage, and stimulate students' intellectual capacity and learning.
- The ability of the nominee to communicate ideas effectively to the student in their interactions.
- The degree to which the nominee demonstrates mastery in their area of expertise.

Committee Members:

Adam Baden-Clay, Laura Reid, and Peter Keizer (AUT Members), plus two student members who were in their graduating year appointed by the Students' Union.

Committee Activities for the Year:

Members of the Committee met virtually on November 16, 2021, to determine the recipient of the Outstanding Staff Teaching Award to be presented at Fall Convocation.

On November 19, 2021, the office of the AVP was informed of the Committee's decision, the Chair notified the award winner.

StFXAUT Annual Report May 2022

Committee: StFX University Daycare

StFXAUT Representative: Tara Taylor



On-campus Daycare Representative Mandate:

To contribute to an annual review of the Daycare on campus. The purpose of the annual review is to discuss the operations of the daycare services. This Committee will provide feedback and recommendations for both the University (Landlord) and the Tenant (Daycare Operators).

	Infants	Toddlers	Preschool	School age	total
Students	1	4	0	1	6
Faculty/Staff	5	9	10	9	33
Community	1	4	8	2	15
total	7/8max	18max	18 (18max)	11 (5-12max)	53

*The max for school age children depends on the number of preschoolers

As the StFXAUT representation on the Daycare Committee (I started in 2018), I usually take part in an annual review meeting for the daycare. There were reviews done in the spring of 2018 and 2019 but not 2020 or 2021, presumably because of the pandemic. There has been no review scheduled for 2022 yet.

The StFX daycare plays an important role in the StFX community. It is open all year except for the last full week of July and a break from Dec 24-Jan 2, and is open on snow days as long as StFX is open. It is one of the few daycares that is open during the summer. It is also one of the few daycares that takes infants from a young age. The daycare has commendably adapted to the ever-changing rules due to the pandemic and has provided a source of stability for the children and their families.

The daycare has tried to increase its capacity, particularly for school age children, for many years (they have copies of letters sent to a former VP Finance Ramsey Duffy, so for at least 15 years). I have brought this up at reviews and with the Admin, the last email sent to the current VP Finance on March 11 of 2021. I was told that there wasn't a viable financial plan. This is frustrating because it is an issue that is more than a business concern. It is extremely challenging to find reliable child-care in Antigonish, especially for after-school care. There is currently a wait-list of at least a year.

StFXAUT Annual Report May 2022

Committee: Student, Staff, and Faculty Alliance Report
(SSFA)



StFXAUT Representative: Bruce Sparks

The SSFA is an ad hoc Alliance of University Unions that is moderated by ANSUT. It began in 2020 as a way of responding to the COVID protocols coming into effect on campuses in Nova Scotia. There is no fixed representation or structure, and attendance by institution and Unions varies. The constituents come from Faculty, student, and staff Unions at universities and colleges. Over the last Academic year, the focus has shifted to informal information exchanges and updates from various campuses. Meetings are held at least once a term. From the standpoint of Academic Unions, the Alliance provides a way of connecting to staff Unions like NSGEU and UNIFOR, and to graduate and undergraduate students through PSAC and CFS and building solidarity with them. It also provides a link with the Dalhousie Faculty Association, CUPE 3912 (representing Part-time Faculty at Dal, SMU, and Mt. St. Vincent) and the Nova Scotia Community Colleges Academic Union, none of which are Members of ANSUT. The Alliance intends to continue meeting in this form for the foreseeable future.