

UNIVERSITY OF LETHBRIDGE FACULTY ASSOCIATION

ANNUAL GENERAL MEETING

MONDAY, APRIL 16, 2018

NOON, PE275

AGENDA

1. Adoption of Agenda
2. Approval of Minutes
Fall General Meeting, December 7, 2017 [Encl. 1, p. 2-4]
3. Business Arising from Minutes:
4. President's Report
5. Items for Action:
 - a) ULFA Financial Matters [Encl. 2, p. 5-21]
 1. Mil Rate Adjustment (p. 6)
 2. Audit for Year End June 30, 2017 (p. 7-18)
 3. Appointment of Auditor for 2017-18 Fiscal Year (p. 5)
 4. Proposed 2018-19 Budget (p. 19-21)
 - b) Nominating Committee Report [Encl. 3, p. 22-23]
 - c) Appointment of Ombuds Office Review Committee
6. Items for Information:
 - a) Committee Reports
 - b) Ombuds Officer Report
 - c) Pension Report
 - d) Working Groups Reports
 - i) Voluntary Retirement Working Group
 - ii) Equity Working Group
7. New Business:
8. Adjournment

Lunch and refreshments will be served at noon

UNIVERSITY OF LETHBRIDGE FACULTY ASSOCIATION

**FALL GENERAL MEETING
THURSDAY, DECEMBER 7, 2017
12:00 P.M., PE275**

1. Adoption of Agenda – J. Laurendeau/J. Vokey CARRIED
2. Approval of Minutes – Annual General Meeting, April 10, 2017 – S. Allen/
V. Rodych CARRIED

3. President's Report

Amelinckx summarized ULFA's activities since the AGM: the passing of Bill 7 An Act to Enhance Post-Secondary Academic Bargaining; ULFA's *unfair labour practice* that resolved prior to filing with the labour board; details of the resolution of grievances and the court case related to a suspended member. Amelinckx reported on ULFA's participation in the CAUT Defence Fund, preparation for bargaining, and its involvement with CAFA in hosting a post-secondary labour conference in the spring. Amelinckx discussed upcoming legislative changes that would address post-secondary funding model, the six-sector provincial organization of post-secondary, and Bill 27 the expansion of the conflict of interest act to include public agencies and Senior Academic Administrators.

- 4 a) Election of Nominating Committee

The Executive put forward the name of one Statutory Member for the 2017-18 Nominating Committee. Amelinckx did a further call for nominations from the floor and two individuals put their names forward.

MOTION: Executive/A. Elafros
That nominations cease.

CARRIED

The following members were elected by acclamation to the Nominating Committee:

Kent Peacock, Past Chair, Nominating Committee, ex officio (A&S)
Andrea Amelinckx, ULFA President (Management)
Jon Doan, Executive Appointee (A&S)

Statutory Members

Paula Cardoza (Library)

Jason Laurendeau (A&S)

5. Items for Information:

a) Bargaining Reports

Hayes and O'Donnell reported on preparations for bargaining. O'Donnell reported on the Handbooks Committee's work in preparing an opening position. O'Donnell invited members from the Instructor/Academic Assistant constituency to consider volunteering for a vacancy on the committee. O'Donnell thanked the members of the committee for their work.

b) Lockout/Strike Preparedness Fund Policy and Job Action Protocol

Hayes and O'Donnell presented on preparations for potential job action.

c) Committee Reports

Gender, Equity and Diversity Committee – Chair N. Eva reported on committee activities, including its work in drafting potential language for bargaining, a survey to assess equity and salary and diversity data, as well as a guest speaker coming in spring.

Grievance Committee – Brown reported on details of upcoming grievance arbitrations regarding salary increment calculations, merit pool contribution calculations, and academic career years. Brown reported on an ongoing grievance regarding evidence submitted during STP Appeal processes. Brown reported on developments for members undergoing disciplinary procedures.

Economic Benefits Committee – Chair P. Hayes reported on preparations for bargaining. Hayes invited members from the professional faculties constituency to consider volunteering for a vacancy on the committee. Hayes thanks the members of the committee for their work.

Handbooks Committee – See 5.a).

b) UAPP Report – Sponsor rep D. Kaminski provided an update on behalf of the UAPP Trustee and Sponsors groups. Kaminski reported for the Trustees that the plan is healthy and there will be an increase in contribution rates in 2018. The Sponsors' intentions for any plan design changes continue to be delayed due to logistical issues w.r.t. liability insurance.

e) CAUT Defence Fund Trustees – D. Hay and V. Baulkaran reported on the health of the Fund and the recent significant changes in membership as a consequence of Alberta’s post-secondary labour legislation.

f) Working Group Reports – D. Kaminski reported on the Voluntary Retirement Incentive Programme Working Group. A final report would be ready by end of term. No report was provided on the Equity Working Group due to absence.

g) Interim Report – Ombuds Officer

J. Wishloff was unable to attend, but reported via email that there was no information to report.

6. New Business:

None.

7. Adjournment

Amelinckx announced the meeting as adjourned at 2:05pm.

5. Items for Action:

a) ULFA Financial Matters

1. Mil Rate Adjustment (p. 6)

MOTION: Executive /

That Executive recommends to the Membership that the mil rate be established at 7.5/1000 for operating costs.

2. Audit for Year End June 30, 2017 (p. 7-18)

MOTION: Executive /

That the membership accepts the Year End June 30, 2017 Fiscal Year.

3. Appointment of Auditor for 2017-18 Fiscal Year (p.5)

MOTION: Executive /

That Allen Accounting be appointed as auditor for the 2017-2018 fiscal year.

4. Proposed 2018-2019 Budget (p. 19-21)

MOTION: Executive /

That the membership approves the proposed 2018-19 ULFA budget.

5. Items for Action:

a) ULFA Financial Matters

1. Mil Rate Adjustment:

MOTION: Executive/_____

That Executive recommends to the Membership that the mil rate be established at 7.5/1000 for operating costs.

Rationale:

The Faculty Association has a fiduciary responsibility to represent itself and its members with a financially sustainable operating budget. Most importantly, the Association has experienced an increase in costs associated with the legal defense of the collective agreement as well as general operating expenses. There are also new requirements on us associated with being a trade union under the Labour Code, a transition imposed by legislation that is both welcome and potentially costly.

Given the several years of budget deficits approved by the Membership to date, the Executive recommends increasing the mil rate for the operations of the Association from 5.0 up to 7.5.

The lockout/strike preparedness fund will continue at a dedicated mil rate of 2.5 and not used for the purposes of general operation.

University of Lethbridge Faculty Association

Financial Statements

June 30, 2017

University of Lethbridge Faculty Association

June 30, 2017

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Auditor's Report

To the Executive Committee
University of Lethbridge Faculty Association

I have audited the accompanying financial statements of University of Lethbridge Faculty Association, which comprise the statement of financial position as at June 30, 2017 and June 30, 2016, and the Statements of operations, changes in net assets and cash flows for the years then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

I believe that the audit evidence I have obtained in my audits is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the financial statements present fairly, in all material respects, the financial position of University of Lethbridge Faculty Association as at June 30, 2017 and June 30, 2016, and its financial performance and its cash flows for the years then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Other Matters

The financial statements of University of Lethbridge Faculty Association for the year ended June 30, 2016, were audited by another auditor who expressed an unmodified opinion on those statements on September 8, 2016.

Lethbridge, AB
October 26, 2017

A handwritten signature in black ink, appearing to read 'J. Allen', with a horizontal line extending to the right.

Joshua L. Allen Professional Corporation
Chartered Accountant

University of Lethbridge Faculty Association

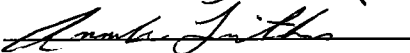
Statement of Financial Position

June 30, 2017

| | Note | 2017 | 2016 |
|---|------|-------------------|-------------------|
| Assets | | | |
| Current Assets | | | |
| Cash | 2. | \$ 169,513 | \$ 54,186 |
| Short term investments | 3. | 258,723 | 236,339 |
| Accounts receivable, net of allowances | 8. | 44,861 | 21,149 |
| Total Current Assets | | 473,097 | 311,674 |
| Long term investments | 3. | 136,455 | 158,536 |
| Assets held in trust | 4. | 318,718 | 314,358 |
| Total Assets | | \$ 928,270 | \$ 784,568 |
| Liabilities and Net Assets | | | |
| Current Liabilities | | | |
| Accounts payable and accrued liabilities | | \$ 39,463 | \$ 16,884 |
| Net Assets | | | |
| Unrestricted net assets | | 308,071 | 294,790 |
| Net assets restricted for arbitration & litigation | 6. | 120,000 | 142,225 |
| Net assets restricted for study leave relocation | | 40,838 | 43,155 |
| Net assets restricted for equipment purchases | | 16,455 | 16,311 |
| Net assets restricted for faculty benefits | | 281,854 | 271,203 |
| Net assets restricted for lockout / strike preparedness | 7. | 121,589 | - |
| | | 888,807 | 767,684 |
| Total Liabilities and Net Assets | | \$ 928,270 | \$ 784,568 |

Approved on Behalf of the Executive

 Executive Committee

 Executive Committee

The accompanying notes are an integral part of these financial statements.

University of Lethbridge Faculty Association

Statement of Operations

For the Year Ended June 30, 2017

| | Note | 2017 | 2016 |
|------------------------------|------|-------------------|-------------------|
| Revenue | | | |
| Members' dues | | \$ 275,089 | \$ 266,234 |
| Lockout/Strike preparedness | | 132,109 | - |
| Stabilization income | | 28,771 | 14,760 |
| Interest income | 5. | 4,305 | 5,160 |
| | | 440,274 | 286,154 |
| Expenditures | | | |
| Salaries and wages | | 178,224 | 176,476 |
| Arbitration and litigation | | 31,345 | 284 |
| Travel expenses | | 25,039 | 26,811 |
| Assignment relief | | 15,210 | 30,000 |
| Member relations | | 10,636 | 10,782 |
| Professional fees | | 9,667 | 6,930 |
| Office expenses | | 6,769 | 6,589 |
| Professional Development | | 3,245 | 2,614 |
| Public Relations | | 1,137 | 2,038 |
| Strike assistance fund | | 500 | 1,000 |
| Study leave relocation | | 20,295 | 21,420 |
| Liability insurance | | - | 4,704 |
| Equipment purchases | | 2,219 | 1,045 |
| Convocation regalia | | 1,452 | 1,323 |
| CAUT Defence Fund fees | | 2,893 | - |
| CAUT initiation fee | | 10,520 | - |
| | | 319,151 | 292,016 |
| Net surplus (deficit) | | \$ 121,123 | \$ (5,862) |

The accompanying notes are an integral part of these financial statements.

University of Lethbridge Faculty Association

Statement of Cash Flows

For the Year Ended June 30, 2017

| | Note | 2017 | 2016 |
|---|------|----------------|----------------|
| CASH FLOWS FROM OPERATING ACTIVITIES: | | | |
| Net income (loss) for the period | \$ | 118,446 | \$ (5,861) |
| Non-cash adjustment for insurance cost | | (8,719) | - |
| Increase (decrease) in receivables | | (11,204) | (1,002) |
| Increase (decrease) in accounts payable and accrued expenses | | 12,747 | (1,874) |
| TOTAL CASH FLOWS FROM OPERATING ACTIVITIES | | 111,270 | (8,737) |
| CASH FLOWS FROM INVESTING ACTIVITIES: | | | |
| (Increase) decrease in short-term investments | | (303) | (10,034) |
| Decrease (increase) in investments not available for current operations | | - | 8,307 |
| Decrease in funds held in trust by the University of Lethbridge | | 4,360 | 9,348 |
| NET CASH USED BY INVESTING ACTIVITIES | | 4,057 | 7,621 |
| CASH FLOWS FROM FINANCING ACTIVITIES: | | | |
| OTHER ACTIVITIES: | | | |
| Net cash increase (decreases) in cash and cash equivalents | | 115,327 | (1,116) |
| Cash and cash equivalents at beginning of period | | 54,186 | 55,302 |
| Cash and cash equivalents at end of period | \$ | 169,513 | \$ 54,186 |

The accompanying notes are an integral part of these financial statements.

University of Lethbridge Faculty Association

Notes to the Financial Statements

For the Year Ended June 30, 2017

1. Significant Accounting Policies

a. Nature of operations

University of Lethbridge Faculty Association (the association) is an academic staff association incorporated under the Post-Secondary Learning Act. Its principal activities include negotiation of agreements on behalf of its members and collective action for its members' benefit. The Association is exempt from tax under Section 149(1)(1) of the Income Tax Act.

b. Cash and cash equivalents

Cash and cash equivalents includes short-term investments and highly liquid investments in money market instruments which are carried at the lower of cost and market value with a maturity date of three months or less from the acquisition date. These are valued at cost which approximates market value.

c. Financial instruments

Financial instruments are recorded at fair value on initial recognition. Freestanding derivative instruments that are not in a qualifying hedging relationship and equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Association has not elected to carry any investments at fair value.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, the Association determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Association expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future year, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

d. Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions and its related investment income are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions and related investment income are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Membership dues are recognized as revenue as earned.

University of Lethbridge Faculty Association

Notes to the Financial Statements

For the Year Ended June 30, 2017

1. Significant Accounting Policies continued

e. Capital assets

Generally accepted accounting principles provide an exemption from recording capital assets for organizations below an established gross revenue threshold. As the Association meets this exemption criteria, capital assets are expensed in the year of purchase. The capital assets of the Association are comprised primarily of office equipment.

f. Use of estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates and may have impact on future periods.

University of Lethbridge Faculty Association

Notes to the Financial Statements

For the Year Ended June 30, 2017

2. Cash and cash equivalents

The major components of cash and cash equivalents are as follows:

| | 2017 | 2016 |
|--|-------------------|------------------|
| Cash | \$ 152,593 | \$ 37,326 |
| Money market mutual funds with an effective rate of return of approximately 0.35% (2016 - 0.28%) | 16,920 | 16,861 |
| | \$ 169,513 | \$ 54,187 |

3. Long-term investments

| | 2017 | 2016 |
|---|-------------------|-------------------|
| Guaranteed investment certificates with rates ranging from 0.95% to 1.65% maturing between February, 2018 and January, 2020, including accrued interest (2016 - 0.95% to 1.65%) | \$ 395,178 | \$ 394,875 |
| Less: | | |
| Investments not available for current operations | (136,455) | (158,536) |
| | \$ 258,723 | \$ 236,339 |

In addition to internally restricted funds held in trust by the University of Lethbridge of \$318,718 (2016 - \$314,358) as at June 30, 2017, the Association has internal restrictions on long-term investments of \$136,455 (2016 - \$158,536) which are not available for current operations.

University of Lethbridge Faculty Association

Notes to the Financial Statements

For the Year Ended June 30, 2017

4. Funds held in trust by the University of Lethbridge

The University of Lethbridge established a Stabilization fund in 1978 as a supplement to the Association's funding. The stabilization revenue is the surplus resulting from study leave relocation funds as well as a portion of inactive members' dues. Although the funds are held in trust by the University of Lethbridge, the Association has complete signing authority and has internally restricted the funds to be used for the benefit of faculty members. Changes to the funds held in trust by the University of Lethbridge balance are as follows:

| | 2017 | 2016 |
|-----------------------------------|-------------------|-------------------|
| Balance, beginning of year | \$ 314,358 | \$ 323,706 |
| Income | | |
| Stabilization | 10,793 | 14,760 |
| Study leave relocation | 17,978 | - |
| | 28,771 | 14,760 |
| Expenses | | |
| Equipment | 2,219 | 1,045 |
| Convocation regalia | 1,452 | 1,323 |
| Study leave relocation | 20,295 | 21,420 |
| Office | 445 | 320 |
| | 24,411 | 24,108 |
| Balance, end of year | \$ 318,718 | \$ 314,358 |

The funds are internally restricted for the following purposes:

| | 2017 | 2016 |
|------------------------|-------------------|-------------------|
| Study leave relocation | \$ 40,838 | \$ 43,155 |
| Faculty benefits | 277,880 | 271,203 |
| | \$ 318,718 | \$ 314,358 |

Up to one-third of the funds held for study leave relocation can be used in any given year.

University of Lethbridge Faculty Association

Notes to the Financial Statements

For the Year Ended June 30, 2017

5. Interest income

Interest income earned, recorded in the statement of operations, is calculated as follows:

| | 2017 | 2016 |
|---|-----------------|-----------------|
| Income earned on unrestricted resources | \$ 2,730 | \$ 3,163 |
| Income earned on resources restricted for arbitration and litigation support purposes | 1,395 | 1,773 |
| Income earned on resources held for equipment | 180 | 224 |
| | \$ 4,305 | \$ 5,160 |

6. Net assets restricted for arbitration and litigation

Net assets restricted for arbitration and litigation represent members' dues internally restricted for arbitration and litigation support purposes. The minimum amount required to be internally restricted is \$120,000. Interest earned is allocated to this fund on an annual basis.

7. Net assets restricted for lockout / strike preparedness

Net assets restricted for lockout / strike preparedness represents a portion of members' dues internally restricted for the purposes of preparing for, and supporting the Association in the event of a lockout or strike.

8. Related party transactions

The Association has an economic interest in the University of Lethbridge which employs the members of the Faculty Association. Also, the University of Lethbridge collects dues on behalf of the Association and provides payroll services to the Association and the use of premises at minimal or no charge. At June 30, 2017, an amount in accounts receivable of \$32,353 (2016 - \$21,149) is due from the University of Lethbridge.

9. Financial risks and concentration of risk

The Association is exposed to interest rate risk on its fixed interest rate financial instruments as a result of investments. Fixed interest instruments subject the Association to a fair value risk, however, the risk associated is reduced to a minimum since these assets are invested mainly in guaranteed investment certificates.

The Association believes it is not exposed to significant liquidity risk as the majority of investments held are in instruments that are highly liquid that can be disposed of to settle commitments.

The Association believes it is not exposed to credit or currency risk.

ULFA 2018/2019 BUDGET

| Expenditures | | 2018/2019 | 2017/2018 | 2016/2017 | |
|--|-------------------------------------|------------------|------------------|------------------|---------------------|
| Fixed | | Projected | Projected | Projected | Actual |
| 1 | Salaries & Benefits | \$205,000 | \$197,000 | \$178,000 | \$181,469.00 |
| Variable | | | | | |
| 2 | Meetings | \$21,000 | \$13,200 | \$13,200 | \$7,472.83 |
| 3 | Training & Education | \$20,000 | \$20,000 | \$17,000 | \$17,566.19 |
| 4 | Operational | \$8,000 | \$8,000 | \$8,000 | \$6,769.00 |
| 5 | Member Relations | \$12,000 | \$12,000 | \$10,000 | \$10,636.20 |
| 6 | Member Outreach Workshops | \$3,000 | \$2,000 | \$2,000 | \$3,244.95 |
| 7 | Assignment Relief | \$54,726 | \$54,800 | \$35,000 | \$15,210.00 |
| 8 | Public Relations | \$2,000 | \$2,000 | \$2,000 | \$1,136.51 |
| 9 | Audit | \$6,000 | \$6,000 | \$7,000 | \$7,008.75 |
| 10 | Pension Matters | \$2,000 | \$2,000 | \$5,000 | \$519.06 |
| 11 | Routine Legal | \$50,000 | \$6,500 | \$6,500 | \$2,658.60 |
| 12 | Liability Insurance | \$2,500 | \$2,500 | \$2,500 | \$0.00 |
| 13 | Strike Assistance | \$1,000 | \$1,000 | \$1,000 | \$500.00 |
| SUBTOTAL | | \$182,226 | \$130,000 | \$109,200 | \$72,722.09 |
| TOTAL | | \$387,226 | \$327,000 | \$287,200 | \$254,191.09 |
| Revenues | | | | | |
| 14 | Member Dues | \$276,000 | \$276,000 | \$259,200 | \$264,217.81 |
| 15 | Inactive Member Dues | \$13,800 | \$13,800 | \$10,500 | \$10,793.21 |
| 16 | Interest | \$6,000 | \$6,000 | \$6,000 | \$3,716.70 |
| TOTAL | | \$295,800 | \$295,800 | \$275,700 | \$278,727.72 |
| Balance | | -\$91,426 | -\$31,200 | -\$11,500 | \$24,536.63 |
| Mil Rate | | 5.0 | 5.0 | 5.0 | 5.0 |
| Lockout/Strike Preparedness Fund Report | | | | | |
| Revenue | | | | | |
| 17 | Lockout/Strike Preparedness Fund | \$138,000 | \$138,000 | \$134,000 | \$132,109 |
| TOTAL | | \$138,000 | \$138,000 | \$134,000 | \$132,109 |
| Mil Rate | | 2.5 | 2.5 | 2.5 | 2.5 |

ULFA 2018/2019 BUDGET**Rationale**

- 1** Combined salaries and benefits [including employer costs for both non-statutory and statutory benefits], pension, health, and professional development. NOTE: This value may change following conclusion of staff contract negotiations.
- 2** NEW CATEGORY: Conference & Meeting Travel costs are no longer separate budget line items and have been amalgamated into one category called "Meetings". These costs comprise travel and accommodation for ULFA business and include attendance costs for Western Regional Conference of Faculty Associations, CAUT Council, and CAFA Council, northern campus members' travel, and workshops. CAFA reimburses 100% of travel costs to the three Council meetings and annual retreat. CAUT Council meetings twice a year in Ottawa. Normally, ULFA sends one delegate and one alternate. CAUT pays airfare for the delegate.
- 3** NEW CATEGORY: Training & Education costs are used to advance the knowledge and professionalism of ULFA Executive, standing committees, and members. These costs comprise training for Executive annual retreat, travel and accommodation for attendees at CAUT fora and workshops (including, Librarians Conference, Senior Grievance Officers' Workshop, Senior Negotiators' Forum, Workshop for New Presidents, Forum for Presidents), COFAS (Canadian Organization of Faculty Association Staff), professional development conference for ED, and others upon request and approval by the ULFA Executive according to ULFA policy.
- 4** Day to day expenses of running the ULFA office (e.g., basic office supplies, photocopying, telephone, fax, and postage charges).
- 5** Funds from this category are used to provide food and refreshments for general meetings and bargaining update sessions, retirement prints, cards, flowers, donations in lieu of flowers, baby gifts, etc., for faculty re. retirement, illness, bereavement, child birth, etc. This line item also enables equitable treatment of Faculty Members and Sessionals on our northern campuses (e.g., Annual Appreciate Dinners to be subsidized) and to continue with other potential events to bring members together from all areas of campus(es).
- 6** NEW TITLE: Costs associated with information workshops for ULFA Members and standing committees, such as STP Workshops, PAR workshops, invited speakers on relevant topics. Costs include refreshments, honoraria, research, books, webinar access, printing orientation manuals, etc.
- 7** Budgeted for a bargaining year: Course releases are provided for in Handbook Article 5.04 and have changed in organization since 2016. Under the current terms, five courses releases are provided by the Board, with an additional two provided in a bargaining year. ULFA can purchase up to six more in a non-bargaining year and one additional in a bargaining year. The cost of each release is the Sessionals stipend plus 25%. As of July 2017, the amount per release was \$7,818. In the event of two releases purchased in the same semester for one individual, the cost shall rise to one-third the amount of the Assistant Professor floor plus 25% (which is approx \$13,500 each). These amounts may change following bargaining outcomes should the Sessionals stipend change. Since bargaining may prolong into the next fiscal year, it is currently unknown whether or not the year will count as a bargaining year. The outcome of this may have a consequence on the actual expense.

ULFA 2018/2019 BUDGET

- 8** Discretionary account of the President of ULFA. Normally covers cost of meetings with the Presidents or Board reps during bargaining, an annual Executive luncheon, or incidentals while attending conferences.
- 9** Cost associated with the annual audit.
- 10** Travel expenses and other costs associated with ULFA's representation on the Universities Academic Pension Plan (UAPP) Trustees Committee and the Sponsor's Working Group (e.g., ULFA's share of secretariat support, consulting fees, contingencies, etc.)
- 11** Following legislative changes and increasing grievance activity, there is an emerging need to be better prepared financially for legal costs associated with ULFA's representation of its membership with respect to future grievance activity, collective bargaining, interactions with the Alberta Labour Relations Board, and contracting specialized legal expertise.
- 12** Liability insurance (Directors and Officers) for members of the Executive and all standing committees.
- 13** Funds annually set aside to make a donation of up to \$1,000 to striking faculty associations.
- 14** Calculated by the following formula:
Number of contributing Faculty Handbook Members (480) x average salary of all groups (\$109,500) x mil rate (5.0/1000) x 2% COLA PLUS number of contributing Sessional Lecturers (240) in fall and spring semesters x average stipend (\$6,200) x mil rate (5.0/1000) x 2% COLA.
- 15** Inactive members are Senior Academic Administrators whose dues are paid for by the Board of Governors based on a two-year average mil rate (refer to Article 4.07 of the Faculty Handbook). Calculation based on actual dues paid in 2016-2017. There is an expected increase of unknown value in the rolling average mil rate for Inactive Members from 6.25/1000 to 7.5/1000 as a consequence of the 2016 mil rate change.
- 16** Expected cumulative interest paid out upon maturity of GIC investment.
- 17** Calculated by the following formula:
Number of contributing Faculty Handbook Members (480) x average salary of all groups (\$109,500) x mil rate (2.5/1000) x 2% COLA PLUS number of contributing Sessional Lecturers (240) in fall and spring semesters x average stipend (\$6,084) x mil rate (2.5/1000) x 2% COLA.

2018 - 2019 EXECUTIVE and COMMITTEE MEMBERS

| | | | | |
|-----------------------|--------------|----------------------|------|-------------|
| Ombuds Officer | Jim Wishloff | Management - Calgary | 2897 | 2017 - 2019 |
|-----------------------|--------------|----------------------|------|-------------|

| | | | | |
|------------------------------|---------------|-------------------|------|-------------|
| Representative to BoG | Yale Belanger | Political Science | 7101 | 2018 - 2021 |
|------------------------------|---------------|-------------------|------|-------------|

EXECUTIVE COMMITTEE

| | | | | |
|-----------------------|------------------|------------|------|-------------|
| Past President | Andrea Amelinckx | Management | 5216 | 2018 - 2019 |
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| President | Jon Doan | Kinesiology & P.E. | 5208 | 2018 - 2019 |
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| VP/Pres. Nominate | David Kaminski | Math & Computer Sci. | 5114 | 2018 - 2019 |
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| VP/Pres. Nominate | John Usher | Management | 2033 | 2018 - 2019 |
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| Secretary/Treasurer | Rick Mueller | Economics | 2241 | 2017 - 2019 |
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| Chair, Handbooks | Dan O'Donnell | English | 2377 | 2017 - 2019 |
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| Chair, EBC | Robert Sutherland | Neuroscience | 3987 | 2018 - 2020 |
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| Chair, Grievance | Bryson Brown | Philosophy | 2506 | 2017 - 2019 |
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| Chair, GEDC | Andrea Cuellar | Anthropology | 2521 | 2018 - 2020 |
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| Executive Director | Annabree Fairweather | ULFA (non-voting) | 2328 | 2011 - |
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HANDBOOKS COMMITTEE

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| Past Chair | <i>Executive Appointee</i> | --- | --- | 2017 - 2019 |
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| Chair | Dan O'Donnell | English | 2377 | 2017 - 2019 |
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| A&S | Ian McAdam | English | 2371 | 2017 - 2019 |
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| A&S | Shahadat Hossain | Math & Com. Sci. | 2475 | 2018 - 2020 |
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| A&S | John Zhang | Math & Com. Sci. | 5238 | 2018 - 2020 |
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| Prof. Faculty | Lance Chong | Fine Arts - New Media | 3912 | 2017 - 2019 |
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| Prof. Faculty | YJ Bao | Management (Calgary) | 4681 | 2018 - 2020 |
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| Prof. Faculty | | | | 2018 - 2020 |
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| Librarians | David Scott | Library | 5178 | 2017 - 2019 |
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| Instructor / Acad. Asst. | Rebecca Carruthers Den Hoed | Academic Writing Program | 1807 | 2018 - 2020 |
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ECONOMIC BENEFITS COMMITTEE

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|-------------------|------------|------------------|------|-------------|
| Past Chair | Paul Hayes | Chem. & Biochem. | 2313 | 2018 - 2020 |
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| Chair | Robert Sutherland | Neuroscience | 3987 | 2018 - 2020 |
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| A&S | Chad Povey | Physics & Astronomy | 2359 | 2017 - 2019 |
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| A&S | Adam Carter | English | 2375 | 2018 - 2020 |
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| A&S | Locke Spencer | Physics & Astronomy | 4612 | 2018 - 2020 |
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| Prof. Faculty | Olu Awosoga | Health Sciences | 4058 | 2017 - 2019 |
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| Prof. Faculty | Vishaal Baulkaran | Management | 2074 | 2017 - 2019 |
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| Prof. Faculty | Josh Markle | Education | 5140 | 2018 - 2020 |
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| Librarians | Rumi Graham | Library | 2179 | 2017 - 2019 |
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| Instructor / Acad. Asst. | Michael Madore | Management | 2439 | 2018 - 2020 |
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2018 - 2019 EXECUTIVE and COMMITTEE MEMBERS

| GRIEVANCE COMMITTEE | | | | |
|---|--|------------------------|-----------------------|------------------|
| Past Chair | <i>Executive Appointee</i> | --- | --- | 2017 - 2019 |
| Chair | Bryson Brown | Philosophy | 2506 | 2017 - 2019 |
| A&S | Jay Gamble | English | 7178 | 2017 - 2019 |
| A&S | Atif Khalil | Religious Studies | 4585 | 2018 - 2020 |
| A&S | Artur Luczak | Neuroscience | 3974 | 2018 - 2020 |
| Prof. Faculty | Noëlla Piquette | Education | 3954 | 2017 - 2019 |
| Prof. Faculty | Mary Runte | Management | 2367 | 2017 - 2019 |
| Prof. Faculty | Kelly Williams-Whitt | Management (Calgary) | 4697 | 2018 - 2020 |
| Library | Andrea Glover | Library | 2390 | 2017 - 2019 |
| Instructor / Acad. Asst. | Ying Zheng | Chem. & Biochem. | 2813 | 2017 - 2019 |
| GENDER, EQUITY AND DIVERSITY COMMITTEE | | | | |
| Past Chair (A&S) | Nicole Eva | Library | 2588 | 2018 - 2020 |
| Chair | Andrea Cuellar | Anthropology | 2521 | 2018 - 2020 |
| A&S | Robert Benkoczi | Math & Com. Sci. | 2298 | 2017 - 2019 |
| Prof. Faculty | Bente Hansen | Fine Arts - Music | 2142 | 2017 - 2019 |
| Prof. Faculty | Katharine Howie | Management (Calgary) | 4652 | 2018 - 2020 |
| A&S | Heather Ladd | English | 2376 | 2018 - 2020 |
| A&S | Jennifer Mather | Psychology | 2423 | 2018 - 2020 |
| A&S | Majid Mohajerani | Neuroscience | 3950 | 2018 - 2020 |
| STUDY LEAVE RELOCATION COMMITTEE | | | | |
| A&S | Jennifer Copeland | Kinesiology & P.E. | 2804 | 2017 - 2019 |
| A&S | Beth Gerwin | Modern Lanuages | 4572 | 2017 - 2019 |
| A&S | James Linville | Religious Studies | 2537 | 2017 - 2019 |
| A&S | John Zhang | Math & Com. Sci. | 5238 | 2017 - 2019 |
| GFC Travel Committee | Suzanne Lenon | Women & Gender Studies | 1876 | 2018 - 2020 |
| GFC Academic Quality Assurance Committee | Emma Black | Library | 2355 | 2018 - 2020 |
| GFC Strategic Planning | Noëlla Piquette | Education | 3954 | 2018 - 2020 |
| Faculty (STP) Handbook | REP: Brent Selinger | Biological Sciences | 2309 | 2017 - 2019 |
| Appeals Committee | ALT: Rhys Stevens | Library | 5176 | 2017 - 2019 |
| Pick 1 | Joint Work Site Health & Safety Committee | Lance Chong | Fine Arts - New Media | 3912 2018 - 2020 |
| | | Katharina Stevens | Philosophy | 2159 2018 - 2020 |