

**ONTARIO COLLEGE OF ART & DESIGN**  
**Faculty Association**

**Annual Report**  
November 24, 2008

## **OCADFA Committees:**

### **OCADFA Board of Directors:**

Sandra Altwerger, President  
Tanya d'Anger, Vice-President  
Marie-Josée Therrien, Grievance Chair  
Bill Leeming, Negotiations Chair  
Steve Plavsa, Secretary/Treasurer  
Lewis Nicholson, Director  
Frederick Burbach, Director  
Ted Hunter, Director

### **OCADFA Grievance Committee:**

Marie-Josée Therrien, Chair  
Kym Pruesse  
Cathy Berry  
Tanya d'Anger

### **OCADFA Negotiations Committee (Nov. 22, 2007)**

Bill Leeming, Chair  
Sandra Altwerger, ex-officio  
Cathy Berry  
Frederick Burbach  
Tanya d'Anger  
Peter Mah  
Nancy Paterson  
David Scopick  
Ron Wood

### **OCADFA Academic Council Representatives**

Ken Vickerson  
Judith Doyle

### **OCADFA Joint Equity & Employment Equity Task Force Committee**

Richard Fung (on sabbatical leave 09/10)  
Johanna Householder, Chair  
Archie Graham  
Wendy Coburn  
Soyang Park

### **OCADFA Joint Health & Safety Committee**

John Kuisma, Chair  
Nicole Collins

### **OCADFA Scholarship Committee**

Michele White, Chair  
Ginette Legare  
Lewis Nicholson  
Lisa Allen  
Dot Tuer

### **OCADFA Pension Committee**

Nancy Paterson

### **OCADFA Joint Intellectual Property Committee:**

Bill Leeming, OCADFA Chair  
Archie Graham  
Tony Kerr

### **OCAD/OCADFA Joint Committee**

Bill Leeming, OCADFA Chair  
Jack Cassidy  
Frederick Burbach

### **Nominations Committee:**

Geoffrey Shea  
Sylvia Whitton

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## **President's Report, Sandra Altwerger**

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This has been a busy year for the Board of Directors of OCADFA. The planned revisions of our by-laws are finally complete and have been approved by the membership on October 20<sup>th</sup>, 2008. There were a total of nine meetings with two legal counsels and the Board of Directors. It was an opportunity for those of us on the Board to examine the activities and needs of the Association and develop by-laws that are clear and relevant to our association and will clarify the procedures of OCADFA for future Boards of Directors.

One of the more difficult questions for OCADFA over the years has been the membership of Assistant Deans in OCADFA. Article 21.0 of the revised by-laws covers membership in OCADFA. The position of Assistant Dean has been changed by the administration of OCAD to Associate Deans and there are no longer Assistant Deans. The general rule of the Labour Relations Board is that managers are not allowed to be members of a bargaining unit of employees. The Board of Directors therefore recommended to the membership that OCADFA adopt by-laws confirming the legal situation, i.e. that Deans and Associate Deans are not included as members of OCADFA. OCADFA also proposed a Memorandum of Settlement to OCAD to amend the MOA and delete the provision that requires assistant deans to pay dues to OCADFA on their teaching because the position no longer exists. Faculties taking up managerial duties are regarded as having a Temporary Absence from the Bargaining Unit and when they return to their teaching duties, their membership will resume in OCADFA. Chairs and Program Directors continue to be members of OCADFA.

As well as new by-laws there are also two new policies that have been approved by the Board of Directors on November 10, 2008. These are a revised Grievance Policy and a Revised Policy on Harassment, Discrimination and Academic Freedom for OCADFA Members engaged in the Activities of OCADFA. These are policies that affect the OCADFA Board of Directors and in the case of the Grievance Policy, clarify the process for the Board members and Grievance Chair. The Revised Policy on Harassment has been written by our legal counsel, Cathy Lace, and sets out the terms and conditions of conduct for the Board of Directors and its employees. The need for these policies to be developed was recommended in the Ad Hoc Conflict Resolution Committee report of 2007 and it identified that a lack of process was a problem. As an employer, OCADFA has to have a policy on harassment and discrimination on the grounds set out in the Ontario Human Rights Code. Situations in which complaints arise can be very diverse, and there needs to be some flexibility as to the way in which complaints are handled. . The process has to be governed by the principles of procedural fairness, expeditiousness and any relevant legal obligations. This is a very rapid growing area of the law and as such, OCADFA has been recommended to deal with this as a policy passed by the Board of Directors rather than as a by-law. These policies are for the use of the Board of Directors only and are separate from the Memorandum of Agreement that covers the rights and working conditions of the general membership. Copies of these policies are available on the OCADFA web site as well as the final revised copy of our by-laws.

This has been a busy year for me in that I attended three conferences in Toronto with OCUFA and three in Ottawa with CAUT. Of concern at the last OCUFA Council meeting for faculty association presidents in October, was the recent dramatic downturn in the economy. This will have immediate implications for university funding and as many of you are already aware, the department Chairs at OCAD have just been asked to make cuts to their budgets.

The Faculty Association presidents from the four art colleges in Canada have decided that each May we will meet in Ottawa at the CAUT Council to discuss issues that pertain specifically to art colleges. CAUT has arranged to have a special meeting room set aside for us. This gives us a chance to compare issues that affect negotiations in small universities, concerns of schools that occupy a unique place in the university sector, future hires (equivalency and terminal degrees), intellectual property and definitions of labour groups. The presidents of the four art colleges faculty associations are also currently developing a program to purchase and place student art work in the new CAUT office building in Ottawa. There will be more about this later on in the year as the plan takes shape.

This summer I had to re-calculate the number of faculty teaching in different categories at OCAD in order to pay both CAUT and OCUFA dues, and I found the story that it told to be very revealing. One third of the total membership of OCADFA is faculty who teach between .25 and one credit only. The university is far too dependant on this group of people who earn between two and ten thousand dollars a year to carry the teaching load. This places too great a strain on other faculty to participate on committees and carry on the work of the school while so much emphasis is also placed on professional practice. Other issues of concerns for the membership were a formula for evaluation on Performance Reviews, promotion of Technicians to permanency, and late notification of teaching assignments that caused a lot of chaos with faculty schedules.

This has been a busy and challenging year at OCADFA. I would like to thank a terrific Board of Directors: Tanya d'Anger, Vice President; Bill Leeming, Negotiations Chair; Marie-Josée Therrien, Grievance Chair; Steve Plavsa, Secretary/Treasurer; and Directors Lewis Nicholson, Ted Hunter, and Frederick Burbach. Also I would like to thank Connie Reid, the Executive Assistant of OCADFA, who has been very helpful in organizing many events and the on-going business of OCADFA.

I would also like to thank all our standing committee members for their contribution on their committee work and for submitting written reports.

Thank you for giving me the opportunity to serve you as President of OCADFA.

## **Negotiations Committee Report, Bill Leeming, Chair**

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OCADFA, following the expiration of the Collective Agreement (June 30, 2006), commenced Negotiations with the College in February 2007. A tentative agreement for a Memorandum of Settlement was reached on July 3 but failed to ratify with the Membership rejecting the MOS by a two-thirds majority vote. On November 22, a Special Members Meeting of OCADFA was held and the Negotiations Committee was reconstituted with a revised mandate. Negotiations recommenced on November 26, and the employer left the bargaining table on December 1. OCAD and OCADFA appeared before William Kaplan on December 6 to argue a case for mediation. The parties were unsuccessful in achieving a settlement at mediation, and, consequently, mediation proceeded to an interest arbitration hearing. The Arbitrator's Award was handed down on December 11, 2007. The key elements of the Award handed down stipulate a four year contract (July 1, 2006 to June 30, 2010), with across-the-board salary increases for Tenured, Probationary, Continuing, and Contractually Limited Teaching Appointment faculty (1.5%, 2%, 2%, 0.5%), Sessional Faculty (2%, 2%, 2%, 2%), and Academic Staff (3%, 3%, 3%, 3%). On July 1, 2008, there was a reduction in maximum course load from 10 to 9 studio courses per academic year, to be further reduced on July 1, 2009 from 9 to 8 studio courses and 6 to 5 liberal studies courses per academic year. Faculty teaching at less than maximum load will have their salaries prorated upwards in proportion to the new maximums in the year the reduction is implemented. Furthermore the restriction on the number of renewals of Sessional appointments in the Faculty of Design was removed, and the 5-year maximum on renewals was temporarily suspended for other Faculties until June 30, 2011. The ceiling on Sessional appointments (from current 25% of credit courses) was increased as follows: 40% for 2007/08; 35% for 2008/09; and 30% thereafter. For Sessional faculty employed for four or more consecutive years, the Award temporarily permits (until June 30, 2011) the assignment of one course beyond the maximum teaching load. Additionally, two new labour categories have been added to the MOA: Undergraduate Research Assistant and Graduate Research Assistant.

Matters relating to the implementation of the new MOA, and falling under the duties of the Negotiations Chair and the Negotiations Committee are as follows: "Housekeeping" which involves making the necessary changes to renew the MOA (131 changes) as stipulated under the Arbitrator's Award and any typos or errors outstanding from the previous document. These were completed by Carlo Chan (OCAD) and Bill Leeming (OCADFA) on May 13, 2008. Two Committees were established in compliance with the Award. A Joint OCAD/OCADFA Committee has been meeting monthly since May 7, 2008 with a mandate to review areas of mutual concern outside of the negotiation process. OCADFA is represented by Bill Leeming, Frederick Burbach and Jack Cassidy. OCAD is represented by Sarah McKinnon/Kathy Shailer, Nicky Davis and Simon Jones. To date, the Joint Committee has reviewed and made recommendations on the following issues: T2200 Tax Form - Declaration of Conditions of Employment (resolved; to be implemented at OCAD), Sabbatical Salary Adjustments (investigation), "Research Grants in Lieu of Salary Program" (investigation), Performance Evaluation Policy for Technicians & Academic Counsellors (ongoing discussion), review and evaluation of MOA labour categories and job descriptions for Academic Staff (ongoing), review and evaluation of Faculty Performance Review process to date (investigation), review and evaluation of MOA labour categories and job descriptions for Faculty (ongoing), functions of Assistant Deans and Associate Deans and ongoing relations with OCADFA (handed off to OCAD/OCADFA Board of Directors), faculty concerns

regarding class scheduling and timetables (ongoing), workload and Graduate Programmes (ongoing), Tenure & Promotion Policy (ongoing), service to the University (ongoing), Adjunct Professor Policy (ongoing). In addition, an Intellectual Property Committee has been established with a mandate to develop IP clauses for the MOA. The OCADFA Committee – Bill Leeming, Archie Graham, Tony Kerr – has been meeting with the University – Michael Owen, Lenore Richards – since May 13, 2008. Discussions are ongoing.

Finally, Bill Leeming, OCADFA Chair of Negotiations, is a member and regularly attends the Collective Bargaining Committee of OCUFA and the CAUT Chief Negotiators Workshop.

## Grievance Report, Marie-Josée Therrien, Chair

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Since I took my function as a Grievance Chair in November 2007, I attended an annual grievance workshop organized by the CAUT in Ottawa, last December. In April 2007, I organized our first Grievance Handling Workshop (April 3<sup>rd</sup> and 4<sup>th</sup>). Seven of our members volunteered to participate to this two day event. A grievance committee was re-established. Its members are: Cathy Berry from the Center for Students with Disabilities; Tanya D'anger and Kym Pruesse from the Faculty of Liberal Studies.

This last year has been quite busy. There have been 16 inquiries, 5 instances of faculty support that required an OCADFA representative, and one grievance that is currently being processed.

**INQUIRIES :** The inquiries for which advice were given either by phone or by email or during meeting with me only (no member from the administration were involved) fall into four categories

1): Issues related to the payroll, which included over payment of OCADFA dues, distribution of benefits for faculty on a 9 months schedule and mistakes made by the payroll office.

Also under this category: an inquiry from a sessional of the Faculty of Liberal Studies who requested that the University provided him/her with a TA2200 Canada revenue form. The matter has been brought to the attention of the Joint Committee and the University has accepted to have the TA2200 in place for the next taxation-filing period.

2): Course assignment, course cancellation in case of sessional, and related workload issues.

3: Information about the process of Performance Review and safety issues.

4: Complaints from members of the Faculty of Art and the Faculty of Design were made about the defamatory comments found on myocad.com. The matter has been brought to attention to the executive board. We will be seeking legal advice on the matter.

**FACULTY SUPPORT:** I have supported a few faculty with dispute resolution cases, re-assessment of performance review, disciplinary issues and early retirement leave. Meetings were organized with the respective chairs of the faculty or managers, the VP, Academic as well as with the different faculty involved in the case of dispute resolutions.

**GRIEVANCE:** Finally a grievance has been lodged on behalf of a faculty who was denied the assignment of a course that she/he had volunteered to develop.

**PROFESSIONAL DEVELOPMENT:** I will be attending the next CAUT grievance workshop in Ottawa on December 12 to 14.

## **Academic Council Committee Report, Ken Vickerson**

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My term as OCADFA rep. was renewed for another term. I have attended 7 meetings of OCAD's Academic Council since my last report on the following dates: Jan. 28, Mar. 3, Mar. 24, Apr.24, June 23, Aug. 25 and Sept. 29. I was unable to attend the Nov. 26, 2007 meeting. I also attended a sub committee meeting of the Academic Council's-Academic Policy and Planning Committee on Oct. 8, 2008, on which I now serve. I have also been serving on the OCAD (OCAD act) by-laws committee and attended a meeting on June 11 and unable to attend on Oct. 20.

**Committee Acronyms:** Academic Policy and Planning=APPC, Academic Standards Committee=ASC, Curriculum Committee=CC, Scholarship & Awards Committee=SAC  
OCAD Board of Governors=BoG, Faculty of Graduate Studies=GS, Nominating Committee=NC

### **Meeting Highlights:**

#### **AC Jan. 28, 2007**

**Items for approval included:** APPC-the establishment of an Academic Appeals Committee-**motion passed**, ASC-Fall-2007-08 Grade Reports from all faculties-**motion passed**, CC-two new courses for approval (INTR3??? Special Topics Pilot: Art and Design Education Lab and PRNT 2B23 Intro. to Lithography and Screen Printing)- **motion passed**.

**Items for Information included:** Doreen Balabanoff (SAC) presented dates, deadlines and scholarship policy. Steve Quinlin (CC) presented a revised course description for a revised course description for PRNT 4B?? Advanced Printmaking and Digital Technologies.

#### **AC Mar. 3, 2008**

**Informal Motion:** Keith Rushton on behalf of the BoG requested an Ethics Working Group be struck- **motion passed**.

**Items for approval included:** ASC-academic calendar 2008-09- **motion passed**, CC-omnibus motion for the approval of new pilot courses (PRNT 3B?? Alternative Portfolio Presentation and INTM3B?? Bending Reclaimed Technology), the approval of the following proposals for minors in Art, Design, Liberal Studies and Interdisciplinary- **motion passed** (Interdisciplinary was passed in principle but referred to committee).

**Items for Information included:** Kathy Shailer reported on behalf of APPC on the Academic Misconduct Policy, Vlad Spicanovic reported that the Interdisciplinary Masters in Art, Media and Design has received numerous applications.

#### **AC Mar. 24, 2008-quorum not achieved**

**Items for approval included: as no quorum reports were received as informational**

**Items for Information included:** AS-amended framework policy on minors, CC-title changes and course designations

**AC April 28, 2008**

**Items for approval included:** Informal Motion-Kathy Shailer- revise UPRAC reports to include degree learning expectations, Honorary Doctorates (Chancellor James Bartleman)-**motion passed**, APPC-\*Tenure and Promotion Policy Document-**motion tabled**, AS- amended framework policy on minors, grade approvals and graduands list- **motion passed**, CC-CRCP directed studies option, course title changes, new courses (SCIN 4B?? The Human Figure and GDES ??? Universal Design)- **motion passed** APPC-\*Tenure and Promotion Policy Document-**motion tabled**

**Items for Information included:** proposed new Academic Administration structure, faculty laptop opportunities, progress on the DFI.

**AC June 23, 2008**

**Items for approval included:** APPC-\*Tenure and Promotion Policy Document-**motion remained tabled** (as this document had labour implications it was referred to Joint Committee after an informal discussion with Kathy Shailer after the meeting), Independent Study Abroad Policy (undergrad policy)- **motion passed as amended**, AS-letter of permission policy (taking no more than 1 course abroad in a language other than English)-**motion passed as amended**, CC-Minor Sustainability in Design (course proposals)-**motion passed as amended**.

**Items for Information included:** affiliations discussions with AGO, report from Michael Owen on grad studies and research.

**AC Aug. 25, 2008**-quorum not achieved

**Items for approval included:** as no quorum reports were received as informational or approved in principal to be carried by the AC Exec. on Sept. 22

**Items for Information included:** Sarah McKinnon reported Susan King Roth would be taking up her post as Dean of Design, Eric Nay named as OCAD's academic colleague at COU, Sara Diamond gave updates on DFI, NEL and the new Aboriginal Visual Culture program, Elisabeth Paradis reported on Academic Misconducts in 2007-08 (24 instances), Jan Sage reported on admissions.

**AC Sept. 29, 2008**

**Items for approval included:** AC Exec. - Conditional Quorum for Students of Academic Council- **motion passed as amended**, NC- membership of AC and sub committees- **motion passed**, APPC-\*Adjunct Professor Policy- **motion tabled**, Policy for Postdoctoral Fellows- **motion passed**, ASC- Revisions to the Minors Framework Policy- **motion passed**, Audit Policy Postgraduate- **motion passed**, Certificate Programs Policy- **motion passed**, Final Grade Distribution for 2008 Summer Semester- **motion passed**.

## **Sub Committee Reports:**

### **(OCAD act) by-laws committee June 11, 2008**

I was invited, as were any other AC members to participate in this committee by Keith Rushton, as I felt OCADFA had an interest in these proceedings I accepted. The committee has been working on this document for sometime prior to my arrival. Attendees at this meeting included: Kathy Shailer, Keith Ruston, Archie Graham, Jules Goss, Laura Millard and myself. I took the position that faculty would see having \*OCAD's President become the chair of AC as an erosion of academic freedom and asked Archie if he agreed with this, he did. At this point a lively discussion ensued. With the support of my esteemed colleagues Kathy agreed to withdraw this proposition.

### **(OCAD act) by-laws committee Oct. 20, 2008**

I was unable to attend this meeting though I was sent the draft as it had been revised and invited to comment. What follows is my e-mail to Sarah McKinnon and the committee expressing my concerns regarding the document:

"HI Sarah et al I'm quite sorry I couldn't make the last meeting. I've had a chance to review the changes to the AC by laws and I noticed that \*OCADFA has no representatives on Academic Council in clause 3.1(b) on page 5. One might argue that AC is made up of a majority OCADFA members, unfortunately none of them will be expected to report to the OCADFA membership, liaise with the OCADFA board or necessarily have an interest in policies that have embedded labour issues. These are things that I'm expected to do as one of the two current OCADFA reps, I hope you view these as services of value to the university. I see that OCADSU and the Alumni Association both have representatives, and voices at the table, why not OCADFA? I propose that two of the faculty representatives on Academic Council be elected by the membership of OCADFA from any of the three faculties and serve as OCADFA representatives. I try to make as many meetings as possible but inevitably other duties may take priority and I believe it essential that the sole bargaining agent for faculty have at least one representative at the table. This clause must have been in the previous document and I'm uncertain as to why it has disappeared, perhaps simply an oversight. I hope you agree with my reasoning and will include the suggested clause. Had I been at the last meeting I would have brought this forward, my apologies. In addition, clause 3.3 (iii) on page 6 stops in mid sentence and the composition of the Finance Committee is unclear, clause B (ix) (c) on page 20, in that it doesn't indicate the minimum number of members (whether members may have dual roles such as the chair of AC counts as one of the members of AC). I hope these suggestions are helpful. Sincerely Ken"

Both Sarah and Archie have responded and I believe Archie has opened the door to revising this omission. I will certainly be attending the next meeting.

### **Academic Policy and Planning Committee Oct. 8, 2008**

I missed the previous meeting as Hillary Baron was notifying me via my old admin. e-mail address. The most notable item on the agenda was the \*Adjunct Professor policy, which was tabled at the previous AC meeting. It was immediately pushed to the end of the agenda as Michael Owen who was to present it, had conflicting appointments. Michael arrived at the end of the

meeting and presented a report but the revised policy was not presented. I indicated that he would receive an e-mail from me regarding my concerns about the policy, which I had expressed at the AC meeting. What follows is my e-mail to Michael:

“Hi Michael I'm sorry we didn't get a chance to review the Adjunct Professor policy document at the APPC meeting today. In consultation with the OCADFA executive and our legal council, we have identified a number of concerning labour issues associated with the policy. I'm eager to see your rewrite of the policy to discover if our concerns have been addressed. Please send it along as soon as you are able. Due to the fact that labour issues are involved and we don't want to hold this policy up by tabling it again at Academic Council I suggest it be referred to Joint Committee for negotiation. I think Sarah still has time to get it on the agenda at JC for Nov. 13. Best Regards Ken”

Michael responded several days later saying he would get Sarah to put it on the joint committee agenda.

**Personal Conclusions:** Items with \* indicate policies of concern for OCADFA (that I am aware of). Senior management's reticence to refer academic policies that have embedded labour issues to joint committee is of concern to me. The lack of a dedicated OCADFA representative at AC would be an invitation for this practice to succeed and labour conditions would be degraded. I will make a case for two voting OCADFA members at the next (OCAD act) by-laws committee meeting. The practice of sending information very shortly before AC meetings seems to be improving, giving us an opportunity to peruse the documents well before the meetings. Unfortunately I believe that this is a tactic, which has been used to advance policies subject to abuse.

## **Academic Council Committee Report, DFI, Judith Doyle**

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This report will focus on developments in the DFI or Digital Futures Initiative.

### **Background**

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- In 2006-2007 the McGuinty Provincial government provided funding for “Support for an Interactive Digital Media Program” (programs are typically subsets of Faculties of Art, Design and Liberal Studies at OCAD, and the word “PROGRAM” has not be used for the DFI minors/majors – rather an “interdisciplinary area”)
- - The Province also committed over 9 million in new money to build a Digital Media lab

### **Development Process**

- In Fall 2007-Winter 2008, NEL subcommittees assessed existing courses with digital content in all three faculties
- Based on that, an ad hoc DFI Working Group was formed to develop minors – 4 were developed with two ready to offer
- -I am a member of the development team of the two minors that were approved (( team : Judith Doyle (Art), David McIntosh (Liberal Studies), Martha Ladly (Design))
- Digital Media and Onscreen Media are approved for review by Academic Council via CACOFs in 2009-2010 – these minors include existing courses in Design, Art and Liberal Studies. No new courses have been developed with DFI designation but one existing course (INTR 300 level “Virtual Communities” has been changed to DIGF 3BXX “Virtual Communities and Environments” to be offered as a core course in both new Digital Minors
- we also did a “gap analysis” to see what kinds of new courses should be developed
- recently a list of 6 new hires has been posted, roughly based on the gap analysis including 1 tenure/chair. These will be permanent, predominately full-time hires. The responsibilities would include teaching in undergrad and grad studies, research, and program curriculum development
- - a Interdisciplinary Steering Committee was formed and passed at Academic Council including Associate Deans from all three Faculties, representatives from Faculty and IT, Chaired by Kathy Shailer.
- at its November meeting, the Interdisciplinary Steering Committee approved the creation of 3 new curricular “areas” (note : not “programs”) in Digital Media, Onscreen Media and Aboriginal Visual Culture.
- Minors in Digital Media, Onscreen Media and Aboriginal Visual Culture were unanimously approved to be presented to the 3 CACOFs

### **Some questions impacting on OCADFA**

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- Which faculties will the DFI hires be appointed (or cross-appointed) to?
- What will the impact be on studio facilities of the DFI programs?
- How can existing OCADFA members benefit from the DFI funds, through cross-appointment, research funding, professional development, laptop programs, studio support, travel opportunities, etc?

## **Employment Equity & Educational Task Force (EEETF) Report, Johanna Householder**

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Richard Fung has stepped down as Co-chair of the TF and Johanna Householder has stepped in as Chair. The Co-Chair position remains unfilled.

### **CURRENT OCADFA REPRESENTATION IS:**

Richard Fung (on leave and sabbatical Jan. 2009/2010)

Johanna Householder (in Florence Jan. 2009 term)

Wendy Coburn

Archie Graham

Soyang Park

There is a need to appoint two new reps. from OCADFA to replace Richard Fung and Johanna Householder. OCADFA currently has Five Reps.

Since its inception OCADFA through its reps has been the driver of the Task Force. Though 'Diversity' is one of the pillars of the Strategic Plan and the 'NEL' and the President has also taken some ownership of this goal, progress has been slow.

More needs to be done by, within and for OCADFA to support curriculum development and faculty professional development towards the goals of equity and diversity.

The EEETF has had three major action areas this year.

1. Hiring of a Director of Diversity and Equity Initiatives. The EEETF was successful in having the University conduct a search, but only partly successful in getting the new Director admin. support. The Director will share admin. support with the Director of Institutional Analysis. The search for the Director is currently underway with candidates to be interviewed next week. It is hoped that the position will be filled to begin in January 2009.

2. Programming. The Programming Committee, chaired by Alumnus Kaspar Saxena invited proposals from the entire OCAD community for programs, activities and presentations that support the goals of equity and diversity at OCAD.

Among the activities funded:

- Support for speaker/visiting filmmaker Shohini Ghosh.
- Contribution to the Lillian Allen Liberal Art and Design Studio (LALADS) Summer Camp for youth, held at OCAD.
- Main stage Speaker - Marie Battiste: Animating the Indigenous Humanities as Decolonizing Praxis in Education. (Postponed to winter 2009.)

The Programming Committee has recently issued a new Call for Proposals. (attached)

3. The Development of a Mandate and Structure. Much discussion at the Task Force has centered around establishing the EEETF as a permanent Committee rather than as an ad hoc Task Force. Clarifying the Mandate and developing a structure with real workability are key.

The OCADFA Board may want to consider the impact of making the EEETF and sub-Committee of Academic Council.

## Joint Health & Safety Committee Report, John Kuisma

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During the previous academic year the Joint Health and Safety Committee (JHSC) has dealt with a wide variety of issues and changes in and around OCAD.

Air quality/ventilation issues continue to be one of the major concerns with staff and faculty. The JHSC has made a number of recommendations regarding these issues, all of which have been carried out by OCAD. During the 07/08-year a number of air quality tests were completed (by qualified professionals in the field), that showed OCAD's indoor air quality met or exceeded government standards. While OCAD's air quality has met these standards, there have been sporadic/temporary instances of questionable air quality, which have been difficult to assess without professional assistance, but this has proven to be difficult due to the elusive nature of these instances. The JHSC continues monitor the developments involving air quality at OCAD and will keep OCADFA informed on the progress.

Last May Ted Ricard the former manager of Health and Safety retired from his position at OCAD. Many OCADFA members have known Ted for many years and JHSC/OCAD community has/had relied on his vast knowledge of health and safety issues.

OCAD has in turn folded the health and safety position into a new expanded role of Director, Risk Management, which was filled by Nancy Chambers last May. While Nancy does not have a background in health and safety she has hired an assistant (Kyle Nahn) who specialty is occupational health and safety. It is still to be seen how this new arrangement will fully affect staff and faculty at OCAD.

## **OCADFA Scholarship Committee: Michele White, Chair**

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The OCADFA Scholarship Committee members Lisa Allen, Ginette Legare, Lewis Nicholson, Michele White, Chair, in consultation with Kelly Dickinson, Manager of Financial Aid & Awards, recommend the following to the Association membership.

- Three annual scholarships of \$1,000 each will be awarded within each of the faculties of Art, Design and Liberal Studies
- The scholarship will be called the OCADFA Scholarship in memory of (to date) :
  1. June Drutz and Vello Muikma, Faculty of Art,
  2. Marion McRae and Jan Van Kampen, Faculty of Design
  3. John Grube, Faculty of Liberal Studies
- A short description about each person should be forwarded by OCADFA to The Financial Aid office for inclusion in the on-line Scholarship and Awards posting and letters to the recipients.
- The scholarship will be applied towards OCAD tuition to a third year student going in the fourth year
- The scholarship will not be divided

## **Pension Report, Nancy Paterson**

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For background it is important to note that as per section 4.8 of the MOA, the Pension Committee consists of a representative of OCADFA; a representative of OPSEU Local 576; a representative of the Administrative Managers and Exempt Staff; the Vice-President, Administration (non-voting); the Director, Human Resources (non-voting); and the Director, Finance (non-voting). In accordance with the Ontario Pension Benefits Act, the mandate of the Pension Committee is to monitor the administration of the university's pension plan, make recommendations to the Parties regarding changes, and promote awareness and understanding of the plan. The primary purpose of our individual Pension is to provide us with an income after retirement. The university's registered pension plan is a Defined Contribution plan, where the employee contributions are deducted from pay and are matched by OCAD. Although individuals are allowed to invest their portion to Diversified Funds as well as GICs, the university's contributions are strictly invested in guaranteed income (guaranteed investment accounts, compounded annually). In times of economic expansion the guaranteed income rates have been questioned regarding their low rate of return. However recently this has been seen as a useful scheme due to volatility in stock markets. Economic uncertainty going forward has been alleviated in a couple of recent telephone consultations with Richard White, financial advisor to the Pension Committee. The actual text of the pension plan states that the employer contributions are invested in various guaranteed funds and earn interest at a rate that approximates the five year GIC rate at the time the remittance is made to GWL. So the employer contributions are guaranteed directly by the insurance company.

ONTARIO COLLEGE OF ART & DESIGN FACULTY ASSOCIATION

FINANCIAL STATEMENTS

JUNE 30, 2008

(Unaudited)

Robert Moses C. A. & Company  
Chartered Accountant

ONTARIO COLLEGE OF ART & DESIGN FACULTY ASSOCIATION

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6. Statement of Cash Flow
7. Notes to the Financial Statements

Robert Moses C. A. & Company  
Chartered Accountant

# Robert Moses C.A. & Company

## REVIEW ENGAGEMENT REPORT

To the Members of the:

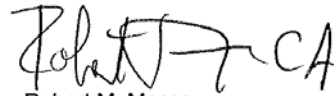
### ONTARIO COLLEGE OF ARTS & DESIGN FACULTY ASSOCIATION

I have reviewed the Balance Sheet of ONTARIO COLLEGE OF ARTS & DESIGN FACULTY ASSOCIATION as at June 30, 2008 and the Statements of Operations, Fund Surplus and Cash Flow for the year then ended. My review was made in accordance with generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to me by the association.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with generally accepted accounting principles for non-profit organizations.

Toronto, Ontario  
November 7, 2008

  
Robert M. Moses,  
Chartered Accountant

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ONTARIO COLLEGE OF ART & DESIGN FACULTY ASSOCIATION

BALANCE SHEET

JUNE 30, 2008  
(Unaudited)

2008

2007

ASSETS

CURRENT

|   |            |            |
|---|------------|------------|
| Cash in Bank and Short-Term Investments | \$ 354,839 | \$ 331,732 |
| Accounts Receivable                     | 32,368     | 16,817     |
| Interest Receivable                     | -          | 1,585      |

|                |                |
|----------------|----------------|
| <u>387,207</u> | <u>350,134</u> |
|----------------|----------------|

CAPITAL (Note 2)

|              |              |
|--------------|--------------|
| <u>1,767</u> | <u>2,871</u> |
|--------------|--------------|

|                   |                   |
|-------------------|-------------------|
| \$ <u>388,974</u> | \$ <u>353,005</u> |
|-------------------|-------------------|

LIABILITIES

CURRENT

|  |                 |                 |
|--|-----------------|-----------------|
| Accounts Payable and Accrued Liabilities | \$ <u>6,291</u> | \$ <u>8,710</u> |
|--|-----------------|-----------------|

FUND SURPLUS

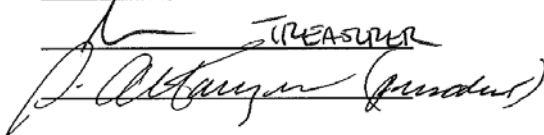
|  |         |         |
|--|---------|---------|
| <u>BALANCE IN FUND</u> , Beginning of Year | 344,295 | 284,589 |
|--|---------|---------|

|   |               |               |
|---|---------------|---------------|
| <u>EXCESS OF REVENUES OVER EXPENDITURES</u> | <u>38,388</u> | <u>59,706</u> |
|---|---------------|---------------|

|                                      |                |                |
|--------------------------------------|----------------|----------------|
| <u>BALANCE IN FUND</u> , End of Year | <u>382,683</u> | <u>344,295</u> |
|--------------------------------------|----------------|----------------|

|                   |                   |
|-------------------|-------------------|
| \$ <u>388,974</u> | \$ <u>353,005</u> |
|-------------------|-------------------|

APPROVED:

 (President)

Robert Moses C. A. & Company  
Chartered Accountant

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ONTARIO COLLEGE OF ART & DESIGN FACULTY ASSOCIATION

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED JUNE 30, 2008

(Unaudited)

|   | <u>2008</u>          | <u>2007</u>          |
|---|----------------------|----------------------|
| <u>REVENUE</u>                                  |                      |                      |
| Faculty Dues                                    | \$ 224,133           | \$ 234,980           |
| Interest Earned                                 | <u>9,472</u>         | <u>7,274</u>         |
|   | <u>233,605</u>       | <u>242,254</u>       |
| <br><u>EXPENSES</u>                             |                      |                      |
| Executive Assistant and Benefits                | 58,322               | 52,785               |
| Stipends and Honorarium                         | 57,720               | 57,750               |
| Legal Fees                                      | 29,337               | 17,205               |
| Association Dues                                | 15,420               | 16,154               |
| Office and General                              | 10,901               | 12,331               |
| Social Functions                                | 7,655                | 6,263                |
| Accounting and Bookkeeping                      | 6,296                | 4,282                |
| Travel  | 5,774                | 7,607                |
| Website   | 2,688                | 7,261                |
| Amortization                                    | <u>1,104</u>         | <u>910</u>           |
|   | <u>195,217</u>       | <u>182,548</u>       |
| <br><u>EXCESS OF REVENUES OVER EXPENDITURES</u> | <br><u>\$ 38,388</u> | <br><u>\$ 59,706</u> |

Robert Moses C. A. & Company  
Chartered Accountant

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ONTARIO COLLEGE OF ART & DESIGN FACULTY ASSOCIATION

STATEMENT OF CASH FLOW

FOR THE YEAR ENDED JUNE 30, 2008

|  | <u>2008</u>       | <u>2007</u>       |
|--|-------------------|-------------------|
| <u>OPERATING ACTIVITIES</u>  |                   |                   |
| Excess of Revenues over Expenditures for the Year                          | \$ 38,388         | \$ 59,706         |
| Non-cash charges for Amortization  | 1,104             | 910               |
| Net changes in non-cash working capital<br>balances relating to operations | <u>(16,385)</u>   | <u>17,368</u>     |
| Cash provided by Operations  | <u>23,107</u>     | <u>77,984</u>     |
| <u>INVESTING ACTIVITIES</u>  |                   |                   |
| Purchase of Capital Assets   | <u>-</u>          | <u>(2,400)</u>    |
| <u>INCREASE (DECREASE) IN CASH</u>   | 23,107            | 75,584            |
| <u>CASH, BEGINNING OF YEAR</u>   | <u>331,732</u>    | <u>256,148</u>    |
| <u>CASH, END OF YEAR</u>   | <u>\$ 354,839</u> | <u>\$ 331,732</u> |

Robert Moses C. A. & Company  
Chartered Accountant

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