



ubcfa

Annual Report
2023



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Annual Report 2023

President's Report

Dory Nason, President

Dear Colleagues,

It has been another rather busy year at the UBCFA and although we have had many successes last year, the year ahead is likely to prove just as challenging. I am also grateful to the membership for the privilege of serving one more term as your President.

On Bargaining & Our Collective Agreement

Although we are still implementing some of the new CA language, we are already beginning our preparations for when negotiations begin again in early 2025. The new language the parties are implementing concerns assessment criteria for annual Merit and PSA assessments as well as for promotion and tenure. The new articles recognize and value the unique forms of Indigenous scholarly activity and also recognizes that the path to excellence is achieved by building a growing body of work rather than simply showing "sustained" productivity. These important changes reflect our commitment to reconciliation, equity and inclusion, and also laid groundwork for further explorations on varied and diverse forms of scholarly activity, such as community engaged scholarship.

In the last round, the Association made important language protections to our collective agreement while also ensuring that our member salaries kept pace with inflation. The University, however, is already advising that they are experiencing budgetary restraints and we are already seeing the concerns around the projected impacts of the UBC Budget, which will hit the Okanagan Campus particularly hard next year. Departments in some areas of the campus are expecting program closures, and the non-reappointment of our most vulnerable contract faculty is highly likely;

the campus has already advised that they are looking to shrink the overall faculty compliment. We are also hearing concerns about rising workloads when faculty have barely caught their breath from the rise in workloads - particularly in teaching responsibilities given multi-modal offerings - under the pandemic. We must, despite the cries of budgetary pressures, protect against members shouldering the burden of absorbing those budgetary constraints in the forms of increased workloads, longer workdays, less resources and supports, and smaller faculty cohorts to offer programs and support students. These are a few of the issues the Association will address in the upcoming round of negotiations. The Executive Committee once again appointed Liz Hodgson as the Chair of our bargaining prep committee.

Labour Relations Issues

Labour relations at UBC continued to deteriorate this past year. Although we have had many open and collegial discussions with the senior administration of the University and resolved a handful of concerns, the Faculty Association has seen a sharp rise in the number of member inquiries, case files, and grievances. Of significant concern to the Association is the rise in the number of investigations, the length of time those they take, and the impacts on those involved. We appreciate the dedication and the hard work of the Chair and all the members of the MSGC who assist us in navigating member files.

As always, we need to remain vigilant around threats to academic freedom and collegial governance rights so that faculty continue to play a central role in our university. The FA and the University will continue our dialogue to ensure to address any conflicts that arise between members, within departments, and across the campus.

Although we were successful in protecting and defending academic freedom, collegial decision-making, and departmental autonomy, the Association, the work of protecting and defending academic freedom is ongoing.

Our Committees

Our standing committees continue to do important work for the FA. The Okanagan Faculty Committee has been focused on improving working conditions on the Okanagan Campus and are particularly concerned about changes to course scheduling that are impacting all faculty with particular concern for pre-tenure colleagues. As well as co-hosting an event with our contract faculty committee, the OFC is also working with campus and community planning to support engagement across the UBCO campus on its future priorities.

Our Librarian and Archivists' Committee continued their work on reviewing and improving Merit and PSA processes across the Libraries (Vancouver & Okanagan) with the aim of bringing these processes into better alignment with standard practices across academic departments and the collective agreement more generally. On the Vancouver campus, significant changes were made to ensure that Heads recommendations are sent directly to the UL instead of the Merit Review Committee. This change was made to ensure that Heads fulfill their obligations under the collective agreement while maintaining the privacy rights of those members in their assessments.

As always, our Contract Faculty Committee organized and hosted a number of events for Fair Employment Week, such as letter writing, posters, and informational campaigns to raise awareness of the plight of contract faculty at UBC and beyond. The FA also published a handbook outlining the history of contract faculty work with notations of the gains the Association has made in bargaining over the years to enhance and protect these members limited rights. One of the

highlights of FEW is hosting members lunch to promote and celebrate contributions of our colleagues in contract positions. With the impending budget cuts, the Association will be paying particular attention to our contract faculty as they are in an increased time of vulnerability.

I couldn't be more pleased to see the work I started as an Executive member years ago come to fruition with the creation of two new committees: the Anti-Racism and Indigenous Initiatives Committee and our newly revised Equity Committee (was formerly the Status of Women Committee). These Committees are fundamental to the overall work of the Faculty Association, reflect our commitment to anti-racism, reconciliation, diversity and inclusion at the University and in the work of the Association. There are also looming discussions to be had about the crisis of Indigenous faculty support and leadership as well as calls for more engagement on issues of disability, anti-racism and discrimination. To that end we have asked the university to consider a Disability Task Force in the years ahead. We also hope to monitor how EDI and Indigenous initiatives will be impacted by the University's budget in the upcoming year. I am looking forward to continuing to work with a support our committees on these issues that are vital to an inclusive university.

The year to come will no doubt bring new challenges, but I am certain that our Executive members, dedicated staff and committee volunteers will continue to rise to the occasion. We also hope in the year ahead to encourage more member engagement as we begin consultations in preparation for bargaining and for updates and changes to our Constitution and Bylaws to clarify our procedures and practices.

In Solidarity,
Dory

CFC Annual Report

Sarika Bose, Chair; Contract Faculty Committee

The 2023-2024 academic year was full of activity by the Contract Faculty Committee. The Committee met monthly via Zoom and organized several events.

After the 2022-2023 annual report was filed, the Committee held the second major event of the year on May 4, 2023. This was the 7th Contract Faculty Colloquium, co-sponsored by CTLT. Papers on pedagogy and disciplinary research were presented by Lecturers and Sessional Lecturers from across departments, including Asian Studies, Electrical Engineering, Mathematics, English Language and Literatures, Land and Food Systems, and JWAM. This event also included an impressive display of Contract Faculty publications, including books and articles.

There were two special events this academic year. In September 2023, the CFC partnered with the Okanagan Faculty Committee to host a well-attended lunch for Contract Faculty in the Okanagan campus. The committee also hosted a virtual workshop for Sessionals, to provide them an overview of their rights under the Collective Agreement.

In the 2023-2024 academic year, monthly events included pub socials, which made space for exchanging ideas about working conditions across different Faculties and departments, and the Contract Faculty Community of Practice (COP), which is one of the most active groups in the CTLT program. The COP, led by Sarika Bose (Chair) and Sessional Lecturer, Judy Chan (LFS), provides Contract Faculty with ongoing professional development through a series of workshops on pedagogy. This year's topics included the effect of A.I. on our teaching and

workload, the challenges with student engagement after the pandemic, teaching community-engaged learning using the Social Impacts Lab Toolkit, collaborative teaching, and teaching gender and social justice through the lens of transgendered performance.

Fair Employment Week, a Canada-wide event, was held from October 16-20, 2023. As part of this week, we planned a members' lunch at both campuses (the UBCO lunch was sadly cancelled due to unforeseen circumstances), we distributed posters, and sent our annual letter to the President. The Committee also produced a "Gains Report" that outlined the strides made by the FA in support of contract member rights since 1975. While there are still many challenges for UBC's Lecturers and Sessionals, including a lack of a career path, as well as the precarious nature of our contracts, the Gains Report provides a narrative of hope by identifying the many positive and concrete gains that have been made to improve the situation at UBC.

For Fair Employment Week, the UBCFA collaborated with other Lower Mainland institutions, as well as Provincial associations FPSE and CUFABC to hold a joint Social for contract faculty from across post-secondary institutions to meet and exchange ideas. This was extremely successful, with participation from Simon Fraser University FA, TSSU (SFU Teaching Support Staff Union), Emily Carr University FA, BCITFA and Langara FA.

The 8th Annual Contract Faculty Colloquium was held on May 3, 2024, with interdisciplinary papers and panels presented, as well as a display of recent publications by Contract Faculty. This

year, papers were presented on Shakespeare and Poirot, politics in architecture, AI advances, the state of war poetry today, and several other topics.

Chair's Work

In October 2023, I attended CAUT's CAS Conference in Ottawa to learn about various labour actions involving contract faculty across Canada. In January 2024, I also presented a paper titled "The State of Governance in the Academy: Contract Faculty", on an Equity, Diversity, and Inclusion panel at the CUFABC Conference, "Can Governance Survive?".

The reasoning for the types of events offered by the Contract Faculty Committee is essentially political. The variety of events is intended to appeal to different interests and needs of Contract Faculty, whether it is community-building (stressed as the most important by member feedback), finding support and resources for everyday work life from colleagues, professional development through attending or presenting at the Community of Practice sessions, or finding information about the Faculty Association's member services. When I first began my service on this Committee, I attended the Coalition of Contract Academic Labour conference in New York, where I learned the importance of changing the story administrators hold about Contract Faculty. The journalists' presentations at that conference made it clear that the image of Contract Faculty being presented by the university was of second-rate complainers who deserved the precarious contracts they were given. As a result, this Committee's strategy has been to present Contract Faculty as the scholars and valuable members of the university that they are, with the intention that their labour will be recognized when bargaining, as well as in their everyday working conditions.

This is my last annual report as Chair. It has been an honour to serve as Chair of the Contract Faculty Committee for the last 10 years. I hope that the multi-pronged strategies I have set up to support and to make visible the work of my Contract Faculty colleagues have had some effect on improving their working lives.

Respectfully submitted,
Sarika Bose
Chair



EC Annual Report

Shirley Chau, Chair; Equity Committee

The Equity Committee's second year of activities in 2023-2024 aimed to meet its mandate and identify structural sources of discrimination, bias, inequity and exclusions, and ableism within policies, procedures, or practices at UBC and to work to reduce and eliminate such barriers.

Structure & Formation

As previously stated in the 2022 EQC annual report, the Committee uses a federated model, wherein there is one working subgroup dedicated to each of the major equity-deserving groups: 2SLGBTQIA+, BIPOC, Disabled Faculty, and Women. The scheduling of meetings followed previous practices of rotating from the broad Equity Committee, to each equity-deserving group. The goal of the broader meeting was to introduce members to each other and to identify issues of intersectional or overlapping concerns.

Working Group Activities

Disability Working Group: Call for a Disability Task Force

The Disability Working Group focused much of its attention this year on the establishment of a Disability Task Force at UBC. Such a Task Force would have a mandate to assess the needs of

disabled faculty and the status of accessibility actions at the University and provide recommendations to the President and Provost on needed improvements. Disabled Faculty are one of the only equity seeking groups that have not received such attention by the institution. In February the Faculty Association sent a letter to the President calling on UBC to address this disparity. The Disability Working Group will continue working on this project in the coming year.

2SLGBTQIA+ Working Group: Safety Measure Review

In light of the violent attack that took place last summer at the University of Waterloo, the 2SLGBTQIA+ Working Group began an inquiry into the nature of safety measures at UBC campuses. The Working Group is reviewing not only policies and protocols for addressing safety on campus, but also safety in the workplace climate.

Status of Women Working Group: Peri/Menopause at Work

The Status of Women Working Group is developing an education campaign about the impacts of perimenopause on women faculty. The Working Group hopes to create material that



will assist faculty to identify available resources and destigmatize this life experience in the workplace.

BIPOC Working Group: Racial Equity and the Collective Agreement

The BIPOC Working Group raised concerns about the University's complaints process and the impact the process has on racialized faculty. Members are currently reviewing the Collective Agreement in advance of next year's round of bargaining.

Inclusion Survey

The Equity Committee continues to consider the merits and form of a possible survey to examine missing elements of inclusivity at UBC, including how the culture and climate at UBC may promote or discourage inclusion. An Inclusion Survey sub-group was formed consisting of members from across all four working groups and has met twice this year.

Thank You

The Equity Committee and its equity-deserving groups are important spaces for gathering members across the two campuses of UBC to collaborate and co-create positive

workspaces! Thank you to each member of the Equity Committee for bringing your ideas, suggestions, enthusiasm, and expertise to the table to share and support each other and the broader membership. Thanks are also due to Shayna Frawley and Sean Hillman, UBCFA MSO's, who took notes at our meetings, Emma Burry, Communications Coordinator, for scheduling our many meetings, and Robin Roff, Associate Executive Director, for her support and practiced wisdom in answering the numerous questions we pose to her at every meeting. I also want to thank Dory Nason, President, and members of the Executive Committee for supporting the various requests from the Equity Committee, and to Deena Rubuliak, Executive Director, for her ongoing support and hard work at the Faculty Association at UBC.

Respectfully submitted,
Shirley Chau
Chair

LAC Annual Report

Anne Olsen, Chair; Librarians & Archivists Committee

The Librarians and Archivists Committee (LAC) mandate is to keep informed of the affairs of the Library and bring matters that directly concern librarians and archivists related to implementation of the Collective Agreement to the attention of the Association, and to act as a forum for ideas regarding Library matters brought forward by librarians and archivists. We do send out periodic reminders for new members, however, we also welcome new members at any time!

During this year we continued our work to review and make improvements to our merit and PSA procedures across the Library, on both campuses. Our members in the Library at UBC Okanagan struck a Merit Review Committee and did excellent work to clarify and document the merit and PSA processes on their campus. Their outputs serve as a model and example of documentation that could also be created for our members in Vancouver. On the Vancouver campus, we built on agreements made with Library administration in 2022 - 2023. We made an additional change to the merit and PSA processes for 2024 that introduces recommendations from the Merit and PSA Committee to Heads. These are then used by Heads in their recommendations to the University Librarian. This is in addition to the changes made last year that clarified the role of Heads in relation to the Library merit committee which is now comprised of librarians and archivists only, not Heads.

Bargaining was also a significant focus for our work in 2023 and included a number of proposals specific to the Library, as well as proposals that provide benefit more broadly.

With the completion of bargaining in the spring of 2023, we looked forward to re-engaging with the University and Library administration through our Library Joint Consultation Committee meetings. There are a number of issues we hoped to continue discussing, including: ongoing work to improve our merit and PSA processes; clarity on both campuses about the Library reporting structure and governance for UBCO; better processes, transparency, and understanding of internal and interim appointments and opportunities within the Library; and the establishment of a Librarians and Archivists Council to participate in collegial governance at the UBC Library. Unfortunately, at the time of writing this report, we have not received any confirmation of dates to meet with Library administration to continue this important work.


As always, I would like to extend my sincere thanks and gratitude to the Librarians and Archivists Committee members who dedicate their time and expertise to this significant work. I am also grateful for the ongoing support and knowledge Deena Rubuliak so generously shares with us, and the excellent work of the Faculty Association staff on behalf of our committee and our members.

Respectfully submitted,
Anne Olsen
Chair



MSGC Annual Report


Timothy Taylor, Chair; Members Services & Grievances Committee



The Member Services and Grievance Committee (MSGC) is responsible for assisting the FA's labour relations staff in processing and resolving complaints and grievances. Members provide advice, insight and strategic guidance outside the day-to-day management of case files.

The MSGC is composed of members from across both campuses in various ranks and disciplines. We seek to have wide representation on this committee so that we can maintain a collegial dialogue on how best to resolve issues that are brought to our attention. Thanks in large part to work undertaken under the previous committee chairs and the Executive Committee, the MSGC represents a diversity of individuals from across the membership.

The MSGC meets monthly with the professional labour relations staff of the Association (called Membership Service Officers or MSOs) to review and discuss issues confronting the membership. Where the MSGC and the MSOs identify trends on issues or patterns of complaints regarding a workplace policy or process, the Committee may also recommend policy grievances to the Executive Committee.



The Association opened 538 case files between Jan 1 and Dec 31, 2023. Of these, 406 were resolved by year end, 281 of which were concluded without needing an informal or formal grievance. Our labour relations staff handle a wide range of matters from basic inquiries on rights, University processes and the Collective Agreement, to concerns that require negotiations with members of Faculty Relations, and finally to the formal grievance and arbitration process.

The overall workload of the Association has increased by 143 cases over the last year. For a breakdown of the changes by case type see the chart later in this report.

When the informal process is unsuccessful or the FA and UBC reach a final impasse, the FA files a formal, written grievance. If the Association is unable to settle a formal grievance, the MSGC deliberates and makes a recommendation to the Executive Committee as to whether the Association should advance the file to arbitration. Such recommendations are based on extensive discussion and consideration between MSGC members and MSOs. The Executive Committee, after receiving the recommendation and considering the matter themselves, makes the final decision on which files proceed to arbitration. Even after we formally file for arbitration, the Faculty Association continues to work towards a resolution with the University outside the arbitrator's room, as this generally results in better gains for our members.

The Faculty Association filed 7 formal grievances this year, which speaks to the success of our staff in resolving matters in an increasingly difficult labour relations environment. The remaining

formal grievances involved a tenure denial, a promotion denial, discipline imposed on a member for workplace misconduct, the failure of a Unit to develop and implement a policy regarding merit/PSA, the denial of an optional review for promotion to a pre-tenure faculty member, bullying & harassment and intellectual property, and the failure to accommodate.

On the arbitration front, the FA successfully concluded a long-standing promotion case. We are happy to report that, with the assistance of Arbitrator Pেকেles, the Parties were able to mediate a settlement that resolved many of the concerns evident in the University's decision and provided the member with a clear and fair pathway for their next review.

Investigations continue to be a topic of heated conversation between UBC and the FA. As the chart below illustrates there were almost twice as many investigations initiated in 2023 as in each of the two previous years. The Association is concerned about this increase, and we are in discussions with the University regarding what we see as its failure to properly manage the workplace and instead allow matters to fester resulting in member on member disputes, or requiring members to file complaints on issues for which the University could directly resolve. The result is an overly bureaucratic, conflictual, and increasing challenging workplace for many of our members.

The FA remains concerned with the University's devolution of authority and responsibility to various Offices on campus who do not appear to communicate or in any way seek to harmonize the application of University policies. Our members are increasingly subject to multiple investigations conducted by separate units owing to the siloed jurisdiction. For example, it is not uncommon for a faculty member to be involved in an investigation out of the VPRI's Office under the Scholarly Integrity Policy, and with a Dean or external investigator under the

Respectful Environment Statement, even if the allegations were submitted to the University in the same complaint. This not only adds unnecessary stress to an already difficulty process, but also adds significant time to the investigation process. As reported in previous years, the Association believes this is an abdication of the Employer's fundamental responsibility to treat our members fairly and respectfully, and further evidence that the investigations process at UBC needs a drastic overhaul. The Association continues to advocate for changes at the bargaining table, in grievances, and through discussion with senior administrators.

Faculty members bring a wide range of matters to the Faculty Association each year. In some instances, these are questions or concerns that require only advice or support; in others, direct intervention with the University is required to seek resolution for our members. [Chart 1](#) illustrates the range and frequency of case types that arose in 2023.

Appointments and leave remain the most frequent categories of cases, followed closely this year by investigations, salary questions, promotion and tenure, and respectful environment concerns (that do not involve complaints). Accommodations also took prominence, following a workplace trend seen across employment sectors.

There were 41 investigation files opened in 2023, of which our members were respondents in 32. For further context, [Chart 3](#) provides a break-down of the types.

Chart 1: Cases by Category 2023

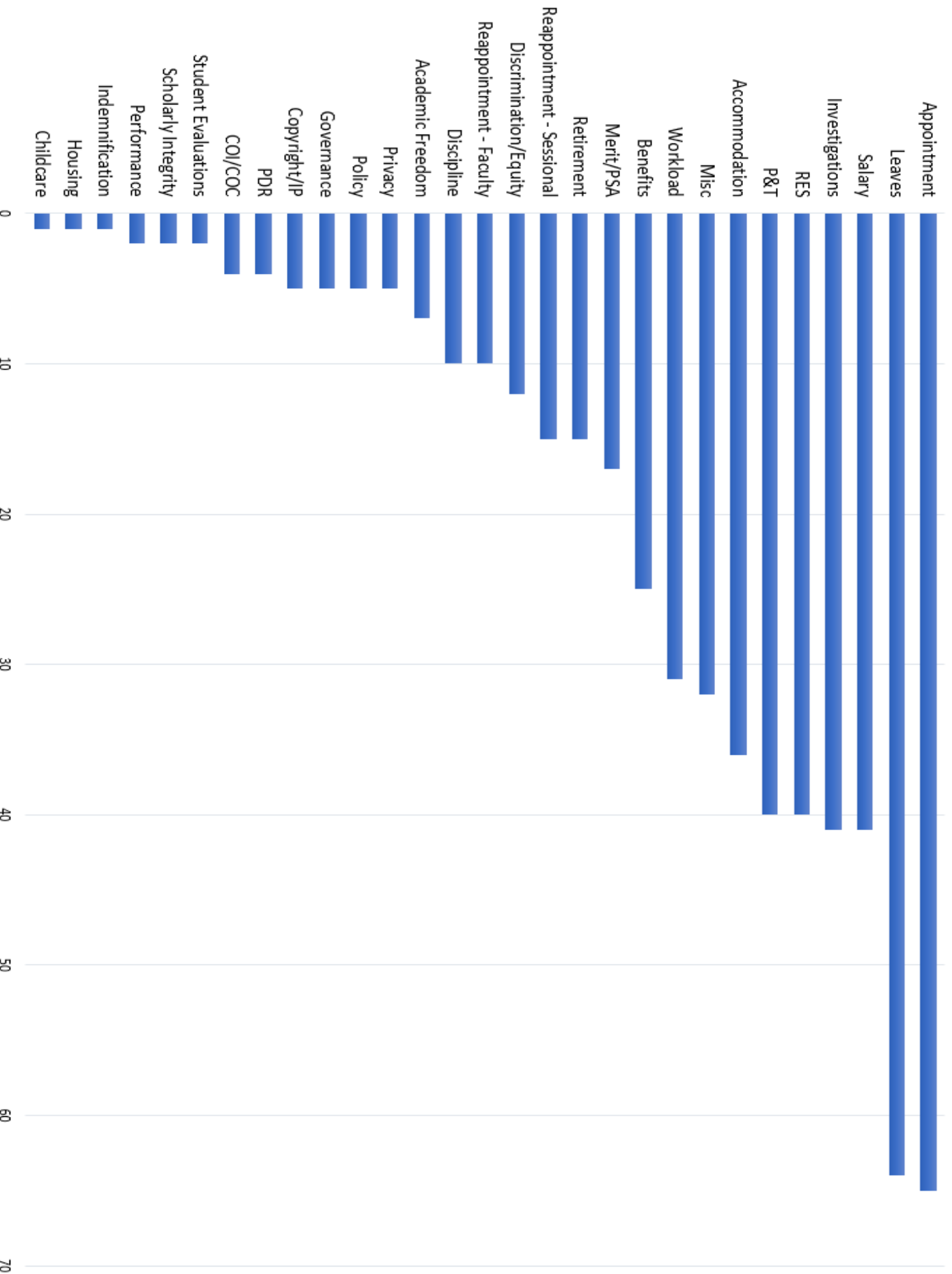


Chart 2: Case Category Year Over Year

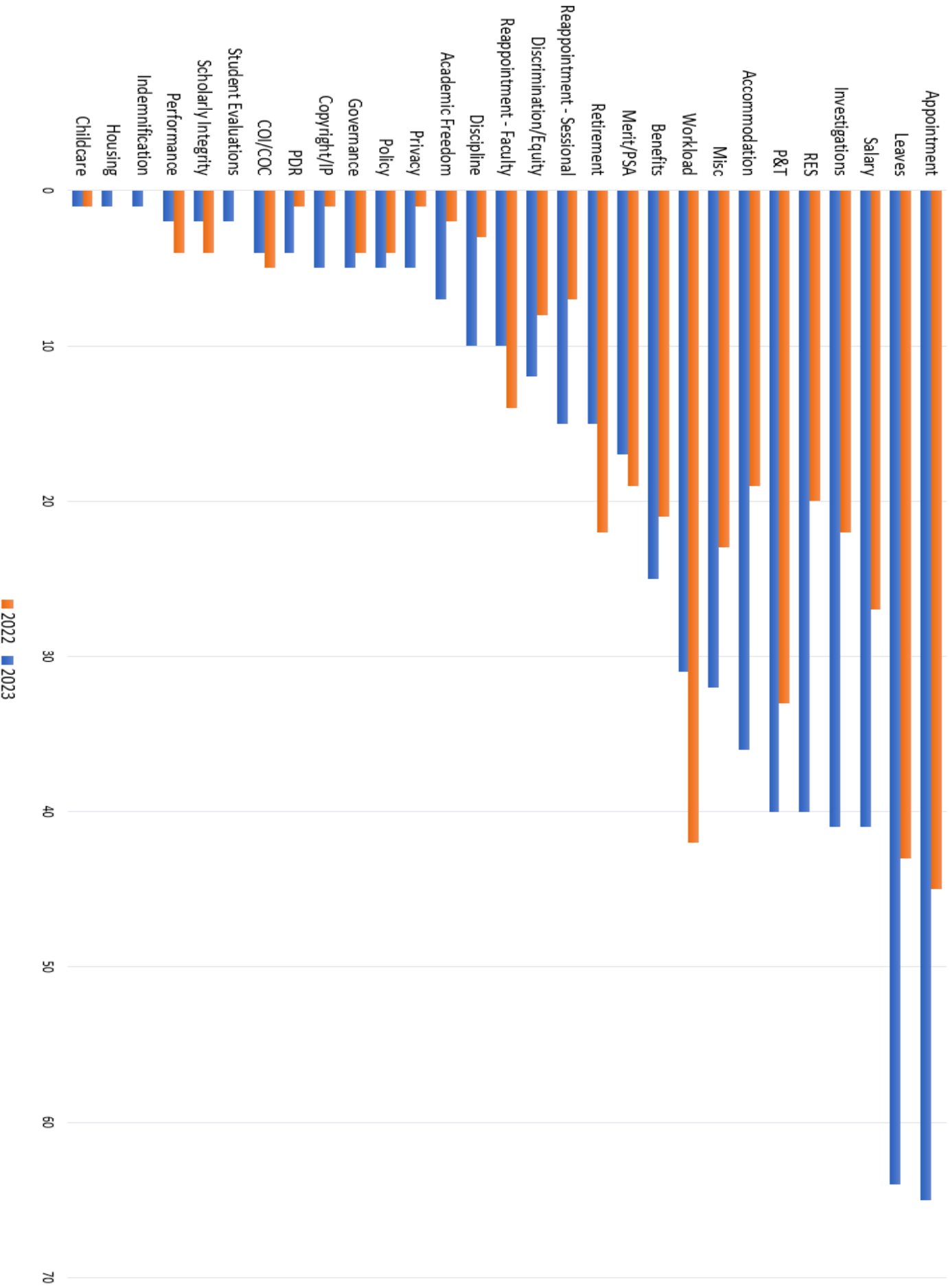
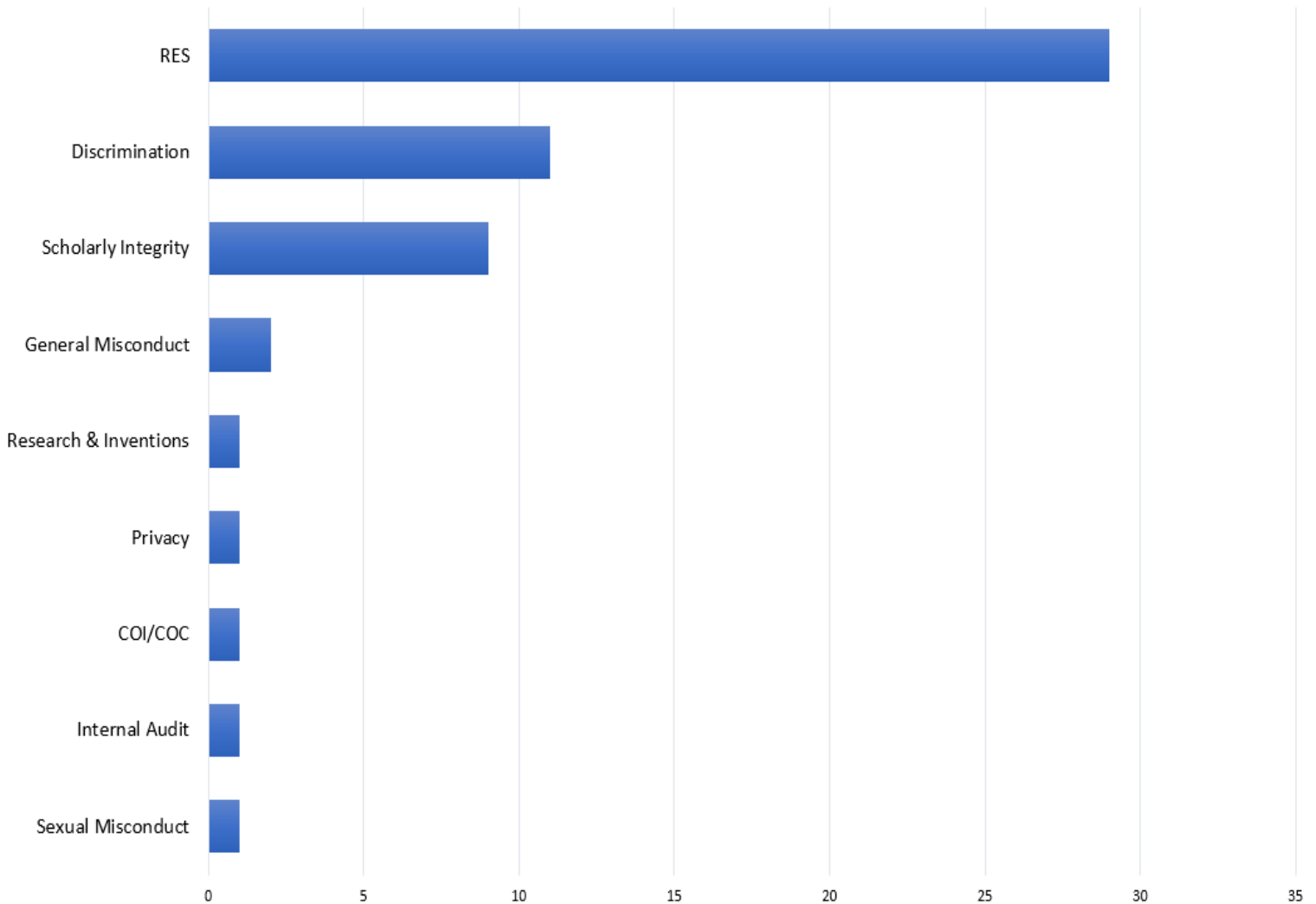


Chart 3: Investigations by Type, 2023



Of the 11 investigations under *Policy SC7: Discrimination*, two (2) involved allegations of adverse treatment on the basis of mental or physical disability, one (1) involved allegations of adverse treatment on the basis of sex, gender expression or identity and nine (9) involved allegations of discrimination on the basis of race or place of origin.

I would like to thank the members of the MSGC who volunteered their time to assist FA members and uphold the rights enshrined in the Collective Agreement. These are not always easy discussions but the considered and compassionate responses they brought to the table was always appreciated. Finally, I would like to thank the staff for their skilled work in assisting our members in these difficult times.

Respectfully submitted,
Timothy Taylor
Chair

OFC Annual Report

Peter Arthur, Chair; Okanagan Faculty Committee

The OFC met regularly this year to discuss the implementation of the new Collective Agreement on the Okanagan campus, and to hear from members regarding emerging concerns and questions. Through this forum we were able to educate members on their rights, the labour relations processes and the role of the FA. Members also engaged in fruitful conversations about recent developments and ongoing negotiations with the University on pressing matters.

Campus and Community Planning:

The Okanagan Faculty Committee had a lunch in early January with our colleagues in Campus and Community Planning to discuss the upcoming round of physical place planning. The Committee discussed several concerns with space, student enrolments, and the need to ensure appropriate teaching and research spaces for the campus as priorities.

Workplace issues of concern to OFC members:

The issue of course scheduling coupled with the lack of space is the central concern for OFC members. The Committee has had several discussions on the impacts of the new course scheduling system on the work environment, which is potentially interfering with the Head's right to manage workloads, elongated the workday, interfered with professional activities as members are on campus for up to 4 days a week, and has caused a deterioration of the learning environment for students. To better understand the broader impacts on faculty more generally, the OFC will be considering conducting a survey in the fall of 2024.

Community Building & Outreach to new members:

The OFC has a diverse membership, with representatives from both tenure streams, Lecturers, and Librarians. However, we would like increased participation from our Sessional Lecturers and the Committee is actively reaching out to these members. As Chair, I was delighted to work closely with my colleague, Sarika Bose, Chair of the Contract Faculty Committee, in hosting a lunch for Sessionals, and I look forward to continued collaboration with the CFC on events that highlight the important contributions of these colleagues to our university and campus.

In March 2024, we convened a luncheon with department heads and directors to address the challenges they are currently facing. Foremost among these challenges is the impact of our campus budget and scheduling constraints.

Primary concerns revolved around the budgetary limitations affecting the number of sessional faculty they are able to hire. Additionally, certain faculties may be unable to offer summer courses to students due to these financial constraints. It was noted that some of the affected summer courses, albeit smaller in size, are pivotal for offering transformative learning experiences, particularly in experiential education within specific fields.

Moreover, there's a discernible trend towards favoring sessional lecturers over permanent faculty in some departments and a noticeable shift away from granting heads discretion in scheduling matters. This lack of flexibility in

scheduling has led to tensions between heads and faculty and has compromised optimal pedagogical practices.

The gathering provided a valuable forum for discussing these challenges, with participants expressing appreciation for the opportunity to come together. Many also remarked on a perceived decline in community cohesion since the onset of the pandemic.

It has been a pleasure serving as the Chair of the OFC; I am inspired by the genuine interest and enthusiasm our colleagues bring to the work of the Committee and to our discussions of workplace and broader UBC matters. I look forward to continuing to serve in the new academic year and am excited about the initiatives the Committee is planning. On behalf of the committee, I would like to thank Deena Rubuliak and the Faculty Association staff for their expertise and support throughout the year.

Respectfully submitted,
Peter Arthur
Chair



ARIIC Annual Report

Kevin Chong, Chair; Anti-Racism & Indigenous Initiatives Committee

The Anti-Racism and Indigenous Initiatives Committee (ARIIC) is responsible for identifying sources of structural racism, anti-Blackness and colonialism at UBC and exploring measures to reduce and eliminate these, and other forms of bias and discrimination against racialized members.

I began my role as the chair of the ARIIC in July 2023. The first act of business was to establish the terms of reference to guide the work of the Committee moving forward. They were ratified by the Association's Executive in December 2023 and are available on our website.

The ARIIC held its first Committee meeting in April 2024 at which members brought forward several issues that will form the backbone of our work in the coming year. Chief among these was a general disappointment with UBC's failure to move past the rhetoric of EDI towards concrete steps to implement the many recommendations

of the Anti-Racism and Inclusive Excellence Task Force. Members are tired of the institution's tokenism and there is great enthusiasm to tackle matters head on. I look forward to working with Committee members to advance this goal in 2024.

While the ARIIC's work is distinct from that of the FA's Equity Committee, we look forward to finding ways that the Committees can work in linked but discrete ways. I will be meeting with the Chair of that Committee in the coming months to advance this objective.

I wish to thank Deena Rubuliak, Executive Director, for her guidance and support in this initial year of work.

Submitted respectfully,
Kevin Chong
Chair



Treasurers Report

Karen Smith, Treasurer

The audited financial statements for 2023 and the 2024 budget as approved by the Executive Committee are attached to this report. Both the planned and audited figures for 2023 are shown, as is the planned budget for 2024 (NB: dollars in thousands).

Membership dues were underestimated in the 2023 budget by \$270K (line 2). The income from dues is hard to predict from one year to the next due to the fluctuations in the number of employees (new hires, retirements, members who go onto long term disability) and negotiated salary increases.

We budgeted for a surplus of \$131K in 2023, and there was a total surplus of \$1.124 million (line 41). This was largely due to budgeting for a conservative contingency in the Legal/Grievance and Collective Bargaining/Interest Arbitration lines at \$500K each. This is consistent practice of the Association in most fiscal years that include collective bargaining to ensure we have the resources to support the work of the negotiating team should we need to access interest arbitration services. The Association also maintains a reasonable budget for legal support in member services and grievance files.

The Grievance and Legal fees (line 14) were under-spent by \$256K due mainly to grievance and arbitrations being settled between the parties prior to proceeding to a mediation or arbitration hearing.

In total, the 2024 budget allows \$729K in Service to Members Expenses. The decrease from the previous year is in anticipation of a return to more normal activities. We are currently in

preparations for Collective Bargaining; but anticipate most bargaining related expenses will incur in the 2025 fiscal budget, should we be successful in completing negotiations at the bargaining table. The budget will also maintain a healthy cushion for grievance-related legal fees and for mediation and arbitration processes.

Operational Expenses were under budget by \$82K in 2023 (line 29). There was slightly less travel for conferences and workshops than anticipated, and planned space upgrades to the office spaces have been delayed due to wait times with facilities management. The Association also planned for some technical upgrades to our office conferencing systems, though these have also been delayed to 2024. Overall, Operational Expenses for budget 2024 were increased with the goal of having improvements to the physical space, including enhanced office safety, completed. We anticipate these projects will be completed this year.

The Human Resources budget was closely on-target for 2023. The budgeted amount for 2024 is \$1.4 million. This reflects the contractual salary increases for the Association's paid staff as well as commensurate increases in health and wellness benefits.

The 2024 budget calls for a net surplus of \$890K (line 41). This budget was adopted by the Executive Committee in January 2024. In keeping with previous years, the 2023 surplus amount will be invested in the Legal Reserve fund (line 44).

The Auditor's report for 2023 was completed in June 2024 by Achieve CPA, LLP. The Statement

of Financial Position on December 31, 2023 indicates total funds at \$11,659,649. This is an increase to members' equity from December 31, 2022, of \$1,579,488. The Audit report was submitted without qualification and the Faculty Association remains in a financially healthy position.

We now have healthy financial legal and operational reserves, which have mostly returned to a normal operating environment following the pandemic, and have hired a new membership services officer owing to the growing volume of member services work, the Association will be reviewing our dues and income streams to ensure that our dues are set at an appropriate amount to meet the needs of the Association while keeping an eye on member contributions.

Submitted Respectfully,
Karen Smith
Treasurer



Budget

UBC Faculty Association Budget - Adopted January 25th 2024

Line #		2023 Approved Budget	Actuals for 2023	2023 over/(under)	PROPOSED BUDGET 2024	Line #
1	REVENUE					1
2	Membership dues	3,720,000.00	3,990,430.61	270,430.61	4,260,861.00	2
3	Interest Income					3
4	Miscellaneous Revenue		-			4
5	TOTAL REVENUE	3,720,000.00	3,990,430.61	270,430.61	4,260,861.00	5
6						6
7	EXPENSES					7
8						8
9	CAUT Dues	652,000.00	708,620.40	56,620.40	709,000.00	9
10	CUFA-BC Dues	300,000.00	298,903.26	(1,096.74)	304,235.00	10
11	Subtotal Membership Expenses	952,000.00	1,007,523.66	55,523.66	1,013,235.00	11
12						12
13	Service to Members Expenses					13
14	Legal Fees and Grievance/Arbitration Reated Expenses	500,000.00	243,170.55	(256,829.45)	600,000.00	14
15	Collective Bargaining Interest Arbitration Legal and Exp.	500,000.00	4,803.08	(495,196.92)	50,000.00	15
16	Member Seminars/AGM & FGM/Communications	9,500.00	1,847.10	(7,652.90)	9,500.00	16
17	Special Events/Community Outreach	40,000.00	17,557.39	(22,442.61)	40,000.00	17
18	Standing Committee and Meeting Expenses	20,000.00	3,079.08	(16,920.92)	30,000.00	18
19	Subtotal Service to Members Expenses	1,069,500.00	270,457.20	(799,042.80)	729,500.00	19
20						20
21	Operational Expenses					21
22	Travel and Conference Fees/Exec PD	75,000.00	53,508.59	(21,491.41)	75,000.00	22
23	Office Expenses including IT Tech Services	55,000.00	22,661.42	(32,338.58)	75,000.00	23
24	Insurance	5,500.00	2,733.00	(2,767.00)	5,500.00	24
25	Donations	5,000.00	5,000.00	-	5,000.00	25
26	Audit and Professional Fees	20,250.00	27,945.75	7,695.75	22,000.00	26
27	Asset Purchases-Equipment	12,000.00	7,926.05	(4,073.95)	12,000.00	27
28	Leasehold Improvements	30,000.00	-	(30,000.00)	30,000.00	28
29	Subtotal Operational Expenses	202,750.00	119,774.81	(82,975.19)	224,500.00	29
30						30
31	Human Resources					31
32	Release Time	208,000.00	200,000.00	(8,000.00)	208,000.00	32
33	Staff Salaries	963,370.00	961,592.84	(1,777.16)	1,000,056.55	33
34	Staff Benefits - Taxes, PDF	170,000.00	166,302.96	(3,697.04)	172,955.08	34
35	Contract Office Support/Recruiting	2,500.00	3,000.00	500.00	2,500.00	35
36	Staff Training	20,000.00	13,616.25	(6,383.75)	20,000.00	36
37	Subtotal Human Resources	1,363,870.00	1,344,512.05	(19,357.95)	1,403,511.63	37
38						38
39	TOTAL EXPENSES	3,588,120.00	2,742,267.72	(845,852.28)	3,370,746.63	39
40						40
41	SURPLUS (LOSS)	131,880.00	1,248,162.89		890,114.37	41
42						42
43	Transfer of Funds*					43
44	Legal Reserve Fund		1,248,162.89			44
45	Operational (General) Reserve Fund					45
46	TOTAL TRANSFER OF FUNDS		1,248,162.89			46

**THE FACULTY ASSOCIATION OF THE
UNIVERSITY OF BRITISH COLUMBIA
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER
31, 2023**

INDEPENDENT AUDITOR'S REPORT

To the Members of The Faculty Association of the University of British Columbia

Report on the Financial Statements

Opinion

We have audited the financial statements of The Faculty Association of the University of British Columbia (the "Association"), which comprise the statement of financial position as at December 31, 2023, and the statements of revenues and expenditures and changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2023, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO")

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, 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.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

(continues)

Independent Auditor's Report to the Members of The Faculty Association of the University of British Columbia (continued)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

As required by the Societies Act of British Columbia, we report that, in our opinion, the accounting policies applied in preparing and presenting the financial statements in accordance with Canadian Accounting Standards for Not-for-profit Organizations have been applied on a basis consistent with that of the preceding year.

Burnaby, BC
June 5, 2024

Achieve CPAs LLP
Chartered Professional Accountants

THE FACULTY ASSOCIATION OF THE UNIVERSITY OF BRITISH COLUMBIA
Statement of Financial Position
December 31, 2023

	General Purpose Fund	Legal Reserve Fund	2023 Total	2022 Total
ASSETS				
Current assets				
Cash	\$ 3,808,082	\$ 1,208	\$ 3,809,290	\$ 5,078,676
Investments	3,220,571	4,477,273	7,697,844	3,857,597
Accounts receivable	382,735	-	382,735	360,611
Prepaid expenses	71,980	-	71,980	55,258
	7,483,368	4,478,482	11,961,850	10,253,143
Tangible capital assets (Note 3)	19,885	-	19,885	18,684
	\$ 7,503,253	\$ 4,478,482	\$ 11,981,735	\$ 10,272,827
LIABILITIES				
Current liabilities				
Accounts payable and accrued liabilities (Note 4)	\$ 322,118	\$ -	\$ 322,118	\$ 192,846
FUND BALANCES				
Internally restricted	-	4,478,482	4,478,482	1,778,970
Unrestricted	7,181,167	-	7,181,167	8,301,191
	7,181,167	4,478,482	11,659,649	10,080,161
	\$ 7,503,253	\$ 4,478,482	\$ 11,981,735	\$ 10,272,827

Lease commitments (Note 6)

ON BEHALF OF THE BOARD

_____ Officer

_____ Officer

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

THE FACULTY ASSOCIATION OF THE UNIVERSITY OF BRITISH COLUMBIA
Statement of Revenues and Expenditures and Changes in Net Assets
Year Ended December 31, 2023

	General Purpose Fund	Legal Reserve Fund	2023 Total	2022 Total
Revenue				
Members' dues	\$ 3,989,959	\$ -	\$ 3,989,959	\$ 3,870,869
Gain (loss) on disposal of investments	(15,502)	7,428	(8,074)	(15,027)
Interest	30,325	3,338	33,661	63,085
Unrealized gain (loss) on market value of investments	119,538	146,868	266,407	(31,794)
	4,124,320	157,631	4,281,951	3,887,163
Expenditures				
Amortization	7,639	-	7,639	8,594
Donations	6,000	-	6,000	8,000
Dues to CAUT	703,284	-	703,284	868,816
Dues to CUFA BC	288,903	-	288,903	288,891
Employee benefits	183,262	-	183,262	161,462
Insurance	2,733	-	2,733	2,805
Legal and arbitration	245,028	-	245,028	138,327
Office	36,848	-	36,848	50,840
Professional fees	27,948	-	27,948	20,241
Recruiting	3,000	-	3,000	603
Release time	144,000	-	144,000	188,000
Seminars and meetings	-	-	-	773
Staff salaries (Note 7)	959,268	-	959,268	898,840
Staff training	13,818	-	13,818	3,413
Standing committee expenses	17,557	-	17,557	13,111
Travel and conference	53,383	-	53,383	53,424
	2,702,463	-	2,702,463	2,520,740
Net excess of revenue over expenditures for the year	1,421,857	157,631	1,579,488	1,168,423
Fund balances - beginning of year	8,301,181	1,778,870	10,080,161	8,813,738
	8,723,048	1,936,801	11,659,649	10,080,161
Interfund transfers (Note 5)	(2,541,881)	2,541,881	-	-
Fund balances - end of year	\$ 7,181,167	\$ 4,478,482	\$ 11,659,649	\$ 10,080,161

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

THE FACULTY ASSOCIATION OF THE UNIVERSITY OF BRITISH COLUMBIA
Statement of Cash Flows
Year Ended December 31, 2023

	General Purpose Fund	Legal Reserve Fund	2023 Total	2022 Total
Cash flows from operating activities				
Net excess of revenue over expenditures for the year	\$ 1,421,857	\$ 157,831	\$ 1,579,688	\$ 1,168,423
Items not affecting cash:				
Amortization	7,838	-	7,838	8,584
Loss (gain) on disposal of investments	15,502	(7,428)	8,076	15,027
Investment income reinvested	(10,982)	(11,374)	(22,356)	-
Unrealized gain (loss) on investments	(119,538)	(148,888)	(268,427)	31,794
	1,314,478	(8,038)	1,306,440	1,218,838
Changes in non-cash working capital:				
Accounts receivable	(22,124)	-	(22,124)	(28,803)
Prepaid expenses	(16,731)	-	(16,731)	167,173
Accounts payable and accrued liabilities	129,470	-	129,470	58,626
	80,615	-	80,615	198,996
Cash flow from (used by) operating activities	1,405,093	(8,038)	1,397,055	1,418,834
Cash flows from investing activities				
Purchase of tangible capital assets	(7,870)	-	(7,870)	(11,501)
Purchase of investments	(4,913,508)	(17,105,558)	(22,019,066)	(861,286)
Proceeds from disposal of investments	3,881,000	14,588,508	18,469,508	808,479
Cash flow used by investing activities	(1,030,378)	(2,537,052)	(3,567,430)	(68,288)
Financing activity				
Interfund transfers	(2,541,881)	2,541,881	-	-
Cash flow from (used by) financing activity	(2,541,881)	2,541,881	-	-
Increase (decrease) in cash	(2,167,166)	(3,208)	(2,170,375)	1,353,546
Cash - beginning of year	5,975,258	4,418	5,979,676	4,828,130
Cash - end of year	\$ 3,808,092	\$ 1,208	\$ 3,809,301	\$ 5,878,676

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

THE FACULTY ASSOCIATION OF THE UNIVERSITY OF BRITISH COLUMBIA
Notes to Financial Statements
For the Year Ended December 31, 2023

1. PURPOSE OF THE ASSOCIATION

The Faculty Association of the University of British Columbia (the "Association") was incorporated under the Society Act of British Columbia on January 22, 1976. The Association promotes the welfare of members in its bargaining unit employed by the University of British Columbia (the "University"), acts as the bargaining agent for all members in its bargaining unit with the University and regulates relations between the members in its bargaining unit and the University through collective bargaining.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNFPO").

Investments

Investments are reported at their fair market values and any unrealized gains or losses are included in the determination of income for the year.

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a straight-line basis at the following rates:

Computer equipment	4 years
Leasehold improvements	5 years
Office equipment	5 years
Office furniture	7 years

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Tangible capital assets are reviewed when conditions indicate the asset no longer contributes to the Association's ability to provide services or if the net carrying value exceeds the estimated undiscounted future projected cash flows. If impairment is deemed to exist, the net carrying amount of the asset will be written down to its fair value or replacement cost. The writedown is accounted for as expenses in the statement of operations and changes in fund balances. Writedowns cannot be reversed.

(continues)

THE FACULTY ASSOCIATION OF THE UNIVERSITY OF BRITISH COLUMBIA
Notes to Financial Statements
For the Year Ended December 31, 2023

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Revenue recognition

Internally restricted contributions are recognized as revenue in the Legal Reserve Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Unrestricted contributions are recognized as revenue in the General Purpose Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Members' dues are reported as revenue in the General Purpose Fund on a monthly basis and calculated as a percentage of the members' payroll.

Investment income consisting of interest and gains or losses on investments are recognized using the accrual method as follows:

- a) Interest is recognized as earned on the investments;
- b) Gains and losses are recognized when dispositions occur;
- c) Unrealized gains and losses are recognized when there is a change in trading value for investments held.

Income taxes

The Association is exempted from federal and provincial income taxes.

Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, derivatives and investments in equity instruments quoted in actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments carried at fair value are expensed when incurred. Transaction costs on the acquisition, sale, or issue of financial instruments carried at amortized cost are deferred and amortized over the life of the related instrument.

Measurement uncertainty

The preparation of financial statements in conformity with ASNFPO, 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 amount of revenues and expenses during the reporting period. Significant estimates include valuation of accounts receivable, investments, tangible capital assets and completeness of accrued liabilities. These estimates are periodically reviewed and any adjustments are reported to the statement of operations in the period in which they become known. Actual results may differ from those estimates.

Fund accounting

The Association follows the restricted fund method of accounting using two separate funds.

The General Purpose Fund accounts for unrestricted resources used for the Association's delivery of members' services and administrative activities.

The Legal Reserve Fund accounts for internally restricted resources set aside to cover legal costs incurred from time to time which are non-routine and require approval of the Executive.

THE FACULTY ASSOCIATION OF THE UNIVERSITY OF BRITISH COLUMBIA
Notes to Financial Statements
For the Year Ended December 31, 2023

3. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Computer equipment	\$ 33,960	\$ 18,508	\$ 15,382	\$ 13,617
Leasehold improvements	34,683	34,683	-	-
Office equipment	28,722	28,722	-	-
Office furniture	54,238	48,725	4,513	8,047
	\$ 152,513	\$ 132,618	\$ 19,895	\$ 18,664

As at December 31, 2023, no events or changes in circumstances had occurred which indicated that the carrying amounts of tangible capital assets may not be recoverable.

4. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Included in accounts payable and accrued liabilities are government payroll remittances of \$1,200 (2022 - \$1,200) and WorkSafeBC premiums of \$1,113 (2022 - \$nil).

5. INTERFUND TRANSFER

On December 8, 2023, the Association transferred \$2,541,881 from the General Fund to the Legal Reserve Fund. This amount was the accumulation of transfers approved by the Board between 2021 and 2023. The purpose of this transfer was to increase funds in the Legal Reserve Fund.

6. LEASE COMMITMENTS

The Association has a lease for office space at the University of British Columbia, Okanagan Campus. The lease renews in 5 year terms for \$1 per year, expiring on December 31, 2032.

7. REMUNERATION

The Society Act of British Columbia requires the disclosure of annual remuneration for employees and contractors earnings more than \$75,000. During the year, seven (2022 - six) employees earned more than \$75,000 individually, resulting in \$881,811 (2022 - \$726,300) paid in aggregate.

THE FACULTY ASSOCIATION OF THE UNIVERSITY OF BRITISH COLUMBIA
Notes to Financial Statements
For the Year Ended December 31, 2023

3. FINANCIAL INSTRUMENTS

The Association's financial instruments consist of cash, investments, accounts receivable and accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the Association is not exposed to significant credit, interest, currency or commodity risks arising from these financial instruments.

Fair value

The Association's carrying values of cash, accounts receivable and accounts payable and accrued liabilities approximate their fair values due to the immediate or short-term maturity of these instruments.

The fair value of investments is based on an actively traded market.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from funders. As at December 31, 2023, approximately 80% (2022 - 70%) of the Association's receivables are due from the University of British Columbia which has strong credit ratings and ability to pay. An allowance for doubtful accounts of \$nil (2022 - \$nil) is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information.

Market risk

The Association holds investments in fixed income securities. Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association has developed a comprehensive policy statement and mitigates the risk by regular review of its investments to ensure the risk is acceptable but does not use derivative financial instruments to alter the effects of the risk. Management believes that the interest rate risk is acceptable at present based on a review of the current economic and market conditions.

Executive Committees and Staff

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Inst. for Indigenous
Studies & Social Justice Inst.
President

STEPHEN PETRINA
Curriculum and Pedagogy
Vice President

CHRIS ADDISON
Chemistry
Secretary

KAREN SMITH
Microbiology &
Immunology
Treasurer

Standing Committee Chairs

SARIKA BOSE
English
Contract Faculty

ANNE OLSEN
Library
Librarians & Archivists

PETER ARTHUR
Education - UBCO
Okanagan Faculty

TIMOTHY TAYLOR
Creative Writing
Membership Services &
Grievance

SHIRLEY CHAU
Social Work - UBCO
Equity

Members-at-Large

KYLE FRACKMAN
CENES

TAL JARUS
Occupational Science/
Therapy

MAGGIE XIA
Materials Engineering

KAREN PINDER
Cellular & Physiological
Sciences

SATHISH
GOPALAKRISHNAN
Electrical & Computer
Engineering

MARY BRYSON
Education

UBCFA Staff

DEENA RUBULIAK
Executive Director

ROBIN ROFF
Associate Executive Director

SARAH HORNSTEIN
Senior Membership
Services Officer

RYAN O'NEILL
Membership Services Officer

SEAN HILLMAN
Membership Services Officer

SHAYNA FRAWLEY
Membership Services Officer

JAN GUNN
Executive Assistant

EMMA BURRY
Communications
Coordinator

2023 UBCFA Committee Members

Okanagan Faculty:

Maxime Heroux-Legault
Donna Langille
Dory Nason
Ramine Adl
Helen Yanacopulos
Peyman Yousefi
Ray Taheri
Stephen O'Leary
Maggie Weninger
Xiaoping Shi
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Aleha McCauley
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Maryam Moussavi
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Ross Hickey
Ania Switzer
Anita Chaudhuri
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Melanie Nelson
Sunaina Assanand

Mailing Address: 112 – 1924 West Mall, Vancouver, BC V6T 1Z2
Okanagan Office: ARTS 353B – 3333 University Way, Kelowna, BC V1V 1V7

112-1924 West Mall
Vancouver, BC V6T 1Z2

353B-3333 University Way
Kelowna, BC V1V 1V7

facultyassociation.ubc.ca

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FACULTY ASSOCIATION