

**COFAS Business Meeting**  
Unapproved Minutes of COFAS  
June 2, 2017

**Attendees:** Annabree Fairweather (President), Chantelle Anderson, Derrick Antson, Larissa Brocklebank, Dave Campanella, Nancy Carter, Brianne Carlson, Manon Charette, Christal Côté, Bettyann Cox, Michel Desjardins, Nick Driedger, Angela Fera, Greg Flemming, Jasmine French, Esme Friesen, Shelley Gerlitz, Jennifer Hewer, Sarah Hornstein, Susan Hubers, Glynis Humphrey, Leslie Jermyn, Don Kozak, Jennifer Krygier, Ben Lewis, Laura McDonald, Sheila McKee-Protopapas, Christine McLaughlin, Sheila Miller, Brenda Morais, Lori Morinville, Maurice Morinville, Valarie Nickel, Debbie Noble, Brittany O'Connor, Agnes Paje, Christine Penn, Heather Penny, Lynn Purves, Paul Reniers, Heather Ritenburg, Linda Robertson, Geneviève Robichaud, Roxanne Rowe, Michal Rozworski, Debbie Sagel, Brigitte Schotch, Kevin Siebert, Kristin Skinner, Liala Swayty, Jolie Van Den Bussche, Catherine Wall, Linda Watson, Adele Weichel, Teresa Workman, Linda Wagner (Recording Secretary)

**Meeting called to order at 9:05am**

**Approval of Agenda**

**MOTION: Adele Weichel / Sheila McKee-Protopapas THAT** the agenda be approved as circulated.

**Motion Carried**

**Approval of Minutes**

**MOTION: Derrick Antson / Christine McLaughlin THAT** the minutes of 28 May 2016 COFAS Business Meeting be approved as circulated.

**Motion Carried**

**Reports**

**Presidents Report - Annabree Fairweather**

The purpose and goals of the COFAS organization is to share information, knowledge and network with those in Faculty Associations across Canada. We have 74 members attending COFAS this year. The COFAS volunteers were recognized for their contributions. The COFAS website and dean's list were updated over the past year.

**Treasurer's Report – Michel Desjardins** presented the 2016-17 financial reports

**MOTION: Michel Desjardins / Debbie Noble THAT** the financial reports be approved as presented.

**Motion Carried**

**Audit Committee: Derrick Antson / Nick Driedger** reported that there were no concerns regarding the Treasurer's reporting of the Association's finances.

**New Business:**

**a) Policy Development**

#1) A DRAFT “**Expulsion Policy**” was distributed to the membership for discussion.  
(Encl. 3)

**MOTION: Annabree Fairweather / Valerie Nickel THAT** COFAS reject the Anti-Harassment and Non-Discrimination Policy that was presented.

Abstentions: Kristin Skinner, Sarah Hornstein

**Motion Carried**

**MOTION: Bettyann Cox / Sue Huber THAT** COFAS adopt the following affirmation (1 & 2) as an official opening statement at COFAS Events.

1. The Canadian Organization of Faculty Association Staff is committed to ensuring that all COFAS events are free of harassment and discrimination. Harassing and discriminatory behaviour undermines an individual’s right to participate fully and equally in the work of COFAS as well as undermines the purposes and goals of our organization.
2. Neither discrimination nor harassment will be tolerated at any COFAS event.
  - 2.1 “Harassment” is any vexatious comment or conduct against someone that is known or ought reasonably to be known to be unwelcome. It includes harassment on the prohibited grounds identified under provincial human rights codes, as well as sexual, psychological, and personal harassment.
  - 2.2 “Discrimination” is the act of treating an individual or group differently, unfairly, and usually to their detriment, because of their racial or ethnic origin, religion or belief, disability, age, sex, sexual orientation, or other personal characteristics.

**MOTION to Amend: Bettyann Cox / Valerie Nickel THAT** paragraph #2 be removed from the Official statement.

Abstentions: Christal Côté

**Motion to Amend Carried**

**Motion as Amended reads THAT** COFAS will adopt the following affirmation as an official opening statement at COFAS Events.

*The Canadian Organization of Faculty Association Staff is committed to ensuring that all COFAS events are free of harassment and discrimination. Harassing and discriminatory*

*behaviour undermines an individual's right to participate fully and equally in the work of COFAS.*

Abstentions: Christal Côté

**Motion Carried**

**MOTION: Sarah Hornestin /Valerie Nickel THAT** we ask for two volunteers to self identify at the beginning of a COFAS event to address any issues that might arise in relation to Harassment and Discrimination.

Abstention: Christal Côté

**Motion Carried**

### **Policy Development**

#2) A DRAFT “**Salary Survey Distribution Policy**” was distributed to the membership for discussion. (Encl. 4)

**MOTION: Annabree Fairweather / Derrick Antson THAT** the Salary Survey Distribution Policy be adopted.

**Motion to Amend: Annabree Fairweather / Genviève Robichaud– THAT** Item # 5 read: “At the **joint** discretion of the President **and Survey Coordinators**, select results of the survey may be provided on request to new members who have not had an opportunity to complete the survey.

Abstention: Heather Penny

**Motion to Amend Carried**

**Motion to Amend: Bettyann Cox / Jennifer Hewer THAT** that the word “NEW” be removed in Item # 5.

**Item # 5 as Amended Reads:** “At the joint discretion of the President and Survey coordinators select results of the survey may be provided on request to members who have not had an opportunity to complete the survey.

Abstention: Christal Côté

**Motion As Amended Carried**

### **a) Selection of Conference Location for 2020**

By a simple majority vote, Whistler, Alberta was chosen as the location for COFAS 2020 with the following coordinators:

Site Coordinator: Valerie Nickel

Site Coordinator: Debbie Noble  
Agenda Coordinator: Bettyann Cox  
Agenda Coordinator: Leslie Jermain

**b) Elections**

President – Annabree Fairweather – Appointed by acclamation

Vice President – Debbie Noble – Appointed by acclamation

Treasurer – Michel Desjardins – Appointed by acclamation

Secretary – Brittany O’Connor – Appointed by acclamation

Member at Large East - Brenda Morais – Appointed by acclamation

Member at Large (Central) – Genvieve Robichaud elected by majority vote

Member at Large (West) – Valerie Nickel – Appointed by acclamation

Audit Committee – Derrick Antson, Nick Dreidger, Debbie Sagel, Adele Witchel –  
Appointed by acclamation

**c) Confirmation**

As Treasurer, Michel Desjardins has signing authority on the COFAS bank account.

Signing Officers

**MOTION: Genviève Robichaud / Debbie Noble** THAT Annabree Fairweather be the signatory for 2017-18

**Motion Carried**

Past President; Marcus Harvey will act as ex-officio for 2017-18.

**No Other Business**

**Meeting Adjourned at: 11:09 AM**