



Canadian Organization of Faculty Association Staff

COFAS 2026 - Ottawa, ON

June 4 - 7, 2026

Ottawa Marriott Hotel

100 Kent St. Ottawa, ON K1P 5R7

613-238-1122

Thursday, June 4, 2026

Focused Skill Session (Canva)* 4:30 - 5:50 p.m.

Location: Victoria South (2nd Floor)

Panel: [Francine Amorado & Chantelle Anderson](#).

Enhance your association's communication through effective design. This session covers the essentials of professional graphic design, from flyers to social media, providing you with a toolkit of practical tips for immediate use.

**This session is offered twice to accommodate for travel arrangements.*

Registration & Welcome Reception 6:00 - 8:00 p.m.

Location: Victoria South (2nd Floor)

Friday, June 5, 2026 (morning)

Breakfast 8:00 - 8:50 a.m.

Location: Victoria South (2nd Floor)

Welcomes & Opening Remarks 9:00 - 9:10 a.m.

Location: Victoria South (2nd Floor)

Session 1: Round Table Discussions

Job Category Meet-and-Greet 9:10 - 10:20 a.m.

A facilitated discussions among participants in similar roles, encouraging the exchange of role-specific ideas and experiences, and fostering a collaborative and inclusive atmosphere tailored to the unique challenges and opportunities of these positions.

Break & Transition 10:20 - 10:30 a.m.

Session 2: Member Engagement

Communication Focus 10:30 - 11:50 a.m.

Panel: Mary Ellen Campbell, Nicole Desnoyers, & Jillian Pratt.

Explore the foundational roles of clear messaging and accurate documentation in faculty associations. This session covers digital outreach strategies and media relations. Panelists will provide actionable tips for enhancing transparency and organizational efficiency through better communication.

Pre-Lunch Announcements 11:50 - 12:00 a.m.

Lunch
& Optional Networking 12:00 - 1:30 p.m.

Optional Networking Groups

- New to COFAS (*Lead by Kim Smith*)
- Working Moms (*Lead by Chantelle Anderson*)
- Mid-to-Late Career (*Lead by Aaron Chubb*)

Friday, June 5, 2026 (afternoon)

Session 3: The Good, the Bad, the Ugly Complaint Management and the World of DFRs

1:30 - 2:50 p.m.

Panel: Patrick Desjardins, Stéphanie Kepman, Christine Moncrieff.

Explore the legal and practical complexities of representing members in grievance and discipline processes. This session covers best practices for transparent complaint procedures, strategic risk management, and navigating legal challenges. Join our panelists to discuss common pitfalls and proven strategies for ensuring equitable outcomes for all members.

Break & Transition

2:50 - 3:00 p.m.

Session 4: Equity & Justice

3:00 - 4:20 p.m.

Panel: Derrick Antson, Nicole Desnoyers, & Andrea Harrington.

Explore how faculty associations can dismantle systemic barriers to create affirming environments for staff, faculty, and students. Panelists will share practical tools for intersectional allyship and strategies for building a more equitable and just academic community.

End of Day Announcements

4:20 - 4:30 p.m.

Group Dinner

6:00 - 8:30 p.m.

Location: [Starling Restaurant & Bar \(54 York Street, Ottawa\)](#)

Starling Restaurant & Bar is in the heart of Ottawa's Byward Market. It is situated in one of the oldest buildings in Ottawa, dating back to 1875 (older than the current parliament buildings).

Kids' menu and special dietary needs- can be accommodated; please indicate these within the registration.

The restaurant is approximately a 20 minute walk from the hotel, or a 12 minutes on the O-Train.



Saturday, June 6, 2026 (morning)

Breakfast 8:00 - 8:50 a.m.

Location: Victoria South (2nd Floor)

Morning Announcements 9:00 - 9:10 a.m.

Location: Victoria South (2nd Floor)

Session 5: Round Table Discussions

Regional Meet-and-Greet 9:10 - 10:20 a.m.

Facilitated discussions among participants from similar geographical regions, encouraging the exchange of ideas and experiences, and fostering a collaborative and inclusive atmosphere tailored to regional interests and challenges.

Break & Transition 10:20 - 10:30 a.m.

COFAS Business Meeting 10:30 - 11:40 a.m.

**See subsequent page.*

2026 Group Photo 11:40 - 11:50 a.m.

Pre-Lunch Announcements 11:50 - 12:00 a.m.

Lunch

& Optional Networking 12:00 - 1:30 p.m.

Optional Networking Groups

- Francophones (*Lead by Michel Desjardins*)

- 2SLGBTQAI+ Individuals (*Lead by Derrick Antson*)

- BIPOC Individuals (*Lead by Kim Smith*)

COFAS Business Meeting Agenda
Saturday, June 6, 2026; 10:30 - 11:40 a.m.
Ottawa Marriott Hotel (100 Kent St. Ottawa, ON)

OPENING REMARKS

1. Territorial Acknowledgement
2. Statement on Harassment and Discrimination
& Identification of On-Site Peer Support
3. Thank yous

AGENDA

1. Call to Order
2. Approval of the Agenda
3. Approval of the Minutes, June 15th, 2024 (Attachment #1)
4. Reports
 - 4.1 President's Report
 - 4.2 Treasurer's Report
 - 4.3 Audit Committee Report

NEW BUSINESS

5. COFAS 2027 (Agenda & Site Coordinators)
6. COFAS 2029 (Central)
 - 6.1 Site Selection
 - 6.2 Site Coordinator(s)
 - 6.3 Agenda Coordinator(s)
7. Elections
 - 7.1 President
 - 7.2 Vice-President
 - 7.3 Secretary
 - 7.4 Treasurer
 - 7.5 Member-at-Large East
 - 7.6 Member-at-Large Central
 - 7.7 Member-a-Large West
 - 7.8 Audit Committee
 - 7.9 Website/Listserv Coordinator
8. Confirmation
 - 8.1 Past-President
 - 8.2 Signing Officers
9. Other Business
10. Adjournment

Saturday, June 6, 2026 (afternoon)

Session 6: Getting the Work Done

A Reflective Discussion on FAs Work 1:30 - 2:50 p.m.

Panel: Francine Amorado, Ashley Hansen, Christine McLaughlin, & Adèle Weichel.

Join for a candid discussion on managing similar workloads and objective with different resources. Panelists will share how they adapt their strategies, remain resourceful, and collaborate effectively regardless of team or membership size. Discover diverse approaches to common challenges and best practices for any office environment.

Break & Transition

2:50 - 3:00 p.m.

Session 7: Member Engagement

Action & Practical Experience

3:00 - 4:20 p.m.

Panel: Codie Forth Lalonde, Sara Perkins, Jason Rockwell, & Linda Wagner.

Discover strategies for fostering meaningful engagement through impactful events, outreach campaigns, and digital platforms. Panelists will share proven approaches for increasing participation and strengthening communication to ensure members feel deeply connected to the association's mission.

End of Day Announcements

4:20 - 4:30 p.m.

OPTIONAL Group Activity:

Ghost Tour Of Downtown Ottawa

6:30 - 7:45 p.m.

Haunted Walk of Ottawa (46 1/2 Sparks St. Ottawa)

Cost: \$30.00 per person.

Participants must have signaled their interest to participate via the COFAS registration form. Logistics, including payment details, will have been emailed to registered participants by 20 May 2026. Questions, or late expressions of interest to participate, can be directed to jaye.horton@cuasa.ca.

Sunday, June 7, 2026

Breakfast 8:00 - 8:50 a.m.

Location: Victoria South (2nd Floor)

Morning Announcements 9:00 - 9:10 a.m.

Location: Victoria South (2nd Floor)

Mug & Swag Exchange 9:10 - 9:50 a.m.

Bring a branded mug or item from your association to participate in our annual gift exchange. Names will be drawn at random, giving everyone a chance to pick a new piece of swag from the collection!

COFAS Salary Survey 10:00 - 10:30 a.m.

Focused Skill Session (Canva)* 10:40 - 12:00 p.m.

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See you next year!



May 27-30, 2027
The Hotel Halifax
1990 Barrington Street, Halifax, NS.

Digital Agenda & Presentation



Available in English & French.

Post-conference survey

