



# The Update

**Issue II, 2024-2025**  
**January 2025**

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## SUBMISSIONS TO THE UPDATE

*The Update* is circulated three times per academic year in advance of the General Meetings. Submission deadlines for Update issue III will be:

Wednesday, April 16<sup>th</sup>, 2025

*The Update* welcomes letters to the editor, upcoming event notices, or other submissions. Readers are encouraged to write in response to what they read in the newsletter or about other Faculty Association matters. Letters to *The Update* do not represent the opinions of the editor nor the OCFA Executive or Council as an organization.

Please send submissions to *The Update* editor Amy Cohen, [secretary@ocfaculty.ca](mailto:secretary@ocfaculty.ca) or via intercampus mail, to the Vernon or Salmon Arm Campus.

## THANK YOU

A special thanks to Raluca Fratiloiu and Matt Kavanagh for reviewing this issue of *The Update*.

## COUNCIL & EXECUTIVE MEETINGS

OCFA Executive meetings are held once every two weeks. OCFA Council meetings are generally held once per month. If you wish to

bring forward a particular item for consideration, please contact one of your OCFA Council members (contact info below).

## OCFA WEBSITE UPDATES

OCFA Benefits Officer Marlo Edwards has been working on updating the [OCFA website](#). Please check there for contact information of your OCFA reps (this information is also in the last page of this newsletter), as well as upcoming meeting and social dates, the updated handbook and \*hopefully\* soon the current Collective Agreement.

## DELIVERY OF THE UPDATE

The *Update* is distributed electronically as a PDF file by e-mail and is also available on the [OCFA webpage](#).

## OCFA SOCIAL MEDIA

**Facebook page:**

<https://www.facebook.com/ocfaculty>

**Facebook group** (for OCFA & OUCFA retirees):

<https://www.facebook.com/groups/3459590260743214>

# Notices & Submissions

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## *Winter General Meeting*

**DATE: Friday, January 31<sup>st</sup>, 7 pm via Zoom.**

The Zoom link to join the meeting will be sent out next week. Please be advised that your profile name must be your first and last name, and you may be required to turn your camera on so that we can verify your identity.

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## *Council Meetings*

OCFA members are welcome to attend Council Meetings or bring issues for consideration through one of your representatives on council. Please contact Amy Cohen, Secretary at [Secretary@OCFaculty.ca](mailto:Secretary@OCFaculty.ca) for meeting location or Zoom links. Council meetings normally take place on Fridays, 2-4 pm.

### **Upcoming Council Meetings:**

- February 28<sup>th</sup>
- March 28<sup>th</sup>
- April 25<sup>th</sup>

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## *Call for Proposals: FPSE's International Solidarity Fund*

The Federation of Post-Secondary Educators is accepting requests to access funding from the 2025 International Solidarity Fund (ISF) until Monday March 10, 2025.

You may access the [ISF Application Form](#) and other ISF information on FPSE's [website](#).

The ISF is designed to support long-term, ongoing projects that build partnerships between our Federation and people in the disadvantaged world.

Primarily, the fund supports solidarity partnerships as distinct from traditional charity efforts, helping community groups and organizations who are organizing themselves to advance social justice or to defend their basic human rights. The intent is also to build enduring and stable relationships, based on the conviction that solidarity is a two-way street: people organizing in the disadvantaged world or here at home can teach and inspire us in our own work for social justice. To be eligible for funding, projects must be housed in or originate from an FPSE local, or have a demonstrated, long-standing relationship with an FPSE local. Proposals should state clearly how projects meet the principles and goals set out in the ISF's [terms of reference](#).

Please send your application proposals to Katrina at [kpage@fpse.ca](mailto:kpage@fpse.ca)

## *Campus Fridge Initiative*

*Submitted by Norah Bowman*

Okanagan College's Breakfast Club's fridge project, based in Kelowna, provides free food for everyone at OC. The fridge is filled and emptied multiple times a week as demand is high! We are looking for a few new volunteers to help us with stocking and cleaning the fridge. If you'd like to help out, send an email to: [ocfridgekelowna@gmail.com](mailto:ocfridgekelowna@gmail.com)

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## *Finnish Canadian Global Cooperation Opens Doors for Faculty and Students*

*Submitted by Blair Baldwin*

Okanagan College and the Jamk University of Applied Sciences in Finland have been awarded a \$50,000 grant from the EU Erasmus program to promote faculty and student exchange between their respective Schools of Business. This opportunity is the first of its kind between one of Finland's leading business schools and a Canadian higher educational institution. The chair of the Tourism and Hospitality program at Jamk launched the program with a 10-day visit in late 2024 and two of our faculty members from OC's School of Business will be traveling to Jamk in 2025 and 2026. The purpose of the grant is to enable cross cultural learning in the areas of Tourism with an emphasis on services design, events planning and responsible tourism. This announcement was followed by the approval by the OC Board of Governors of a new double degree between Jamk and OC in the field of tourism which will also allow faculty to become more engaged in global projects such as Cooperative Online International Learning. For information on the Jamk University of Applied Sciences in Finland, please visit [www.jamk.fi](http://www.jamk.fi)

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Supported by the OC Breakfast Club

## **CAMPUS FRIDGE**

To help ease food insecurity

Based on the community fridge concept, the Kelowna campus fridge will provide **free access** to food for the OC community.

The fridge will be available to students during regular building hours starting on **July 8** and running through the summer.

### **FRIDGE DETAILS**

#### **Location**

In the hallway outside the OCSU office (Room A148)

#### **How does it work?**

The fridge is:

- volunteer operated
- stocked with donated food
- open to anyone on campus who needs access to free food
- available anytime the building is open
- drop-in only - no appointment necessary



# *Climate Action Standing Committee*

*Submitted by Rosalind Warner*

The Climate Action Standing Committee of FPSE exists to support the following goals:

- Support for Locals in climate action activities and projects
- Resource sharing and knowledge mobilization
- Outreach to communities and labour groups to support climate organizing

In 2024, the CASC has continued our work with the support of Local film screenings of "Outgrow The System" at Selkirk College and Capilano University.

The committee held meetings in December 2024 and January 2025, discussing 3 main projects: Analyzing and compiling a list of past bargaining successes and failures related to climate action, exploring the formation of a Climate Teaching Community of Practice, and planning a Workshop for the FPSE AGM in May.

The CASC encourages locals to sign on as supporters of the [BC Climate Emergency Campaign](#), as well as to follow FPSE's example of declaring a Local Climate Emergency.

The committee is planning for upcoming events, including the BC Federation of Labour Climate Tour 2025 and the 2025 AGM, with potential workshop ideas on youth mental health, climate jobs, and/or political climate action workshop.

The CASC encourages local members to explore our climate teaching resources on the [Committee's website](#), and we welcome your input into how the activities of the CASC can support your climate activities and teaching.

CASC welcomes the recent Resolution at the BC Federation of Labour Meeting in the Fall of 2024, which was introduced by FPSE, in support of a Youth Climate Corps in BC. [Read more here](#).

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# Council Reports

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## *Pension Advisory Representative's Report*

Satoshi Tomoda

The College is considering offering an early retirement incentive. It is defined in our collective agreement (article 30.2). The collective agreement requires that an employee must have a minimum of ten years of full-time equivalent service at the College. Aside from the incentive, a continuing employee is entitled to a cash payment for sick leave and vacation benefit, which is described in article 30.1.2. Some continuing employee may further receive service recognition retirement allowance (Article 30.3). General information regarding retirement is given in Article 30. Okanagan College policy around retirement can be found in the [Resignation and Retirement Procedure](#) and the [Faculty Service Recognition on Retirement Allowance](#). Our previous collective agreement is found at: [2019-2022 Collective Agreement](#) and the salary scale at: [Salary Scale](#)

I would like to encourage members to take a look at "Guide for plan members" prepared by College Pension Plan at: <https://college.pensionsbc.ca/guide-for-plan-members>. This site gives us an overview on retirement.

The actual college pension plan rules are given here: [College Pension Plan Rules](#). There are many rules and estimating the pension amount is not so straight forward. It is strongly encouraged to set up MyAccount: <https://college.pensionsbc.ca/welcome-to-the-plan> and run various what-if scenarios better understand your options.

The site "[Leaving your job](#)" also provides useful information.

You can get an estimate on Canada Pension Plan at: [CPP Retirement Pension: How much you could receive](#)

The video posted there also gives a member what to consider.

Finally, please do remember to apply for the pension. It is not automatic, and it is a member's responsibility to apply to receive a pension. If you have any questions, please do not hesitate to contact me at [STomoda@Okanagan.bc.ca](mailto:STomoda@Okanagan.bc.ca).

Satoshi

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# *Arts Representative's Report*

Raluca Fratiloiu

Hi colleagues,

Hope the winter term is off to a good start for everyone!

As part of the role of Arts Liaison, I continued to draft summaries of Council meetings and forwarded them to Arts chairs for distribution. Amy reviewed them to make sure the messaging and intent are the same as in the minutes. These summaries generate agenda items for Council and the feedback from you continues to be positive. Thanks for your emails, and thanks Arts Chairs, for forwarding them to all colleagues. Staying connected and informed is so important. I have also continued to review *The Update*, and attended the council portions of crisis executive meetings, the OCFA Town Halls and the Kelowna Campus Social. Please continue to bring issues for the council agenda to my attention. I'm also on the bargaining team, so I can bring your questions to the bargaining committee.

I look forward to seeing you in Zoom on Friday!

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# Executive Reports

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## *President's Report*

Sharon Mansiere



Dear Members,

This edition of *The Update* comes at a time when our sector is facing significant challenges, particularly with the federal government's recent move to restrict international student access to Post-Graduate Work Permits. While we can all acknowledge the strain of rising housing costs and the importance of protecting students from predatory, fly-by-night institutions, this policy change has brought much strife to our sector and our own institution. Impacts on students and faculty are still not fully known or tallied. As President, my focus remains on protecting our members' rights during this turbulent time.

With fewer opportunities in the workforce, securing stable employment in higher education is more crucial than ever. This is the gravity of our situation.

The College has been clear with us that our institution has been significantly impacted. We have requested access to the data that supports the specifics of the administration's claims. This has been a fraught issue. So far, we have received woefully inadequate data for us to be able to confirm the depth and scale of the enrollment crisis on our campuses. The administration has pointed to what is evident nationally, but we can see that what happens nationally and what happens provincially and locally are different stories. Other member locals of FPSE are having dramatically different responses due to the local manifestation of the issue: from limited course reduction or program changes right through to wholesale chaos at others including restructuring, program cancellation, and layoffs of faculty and Deans. We are asking—and you deserve—clarity and transparency about the factors the College is taking into account in charting the course ahead. We will keep you informed about where we stand on an issue-by-issue basis.

This is an incredibly stressful time for everyone. Solidarity is important, as is taking care of yourself. I urge everyone to take advantage of the available support resources during this time. The College has compiled key resources here: [Employee and Family Assistance Program and information on Pension](#).

### Local

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#### Early Retirement Incentive

The potential for early retirement has generated a lot of interest among those who will meet the eligibility requirements at the time of retirement (age 55 or older, continuing employees, and a minimum of 10 years full time equivalent service with OC). The college has developed a list and will be distributing the form to indicate interest in the ERIP to only those who qualify. If early retirements can potentially help mitigate the need for layoffs and workforce reductions. However,

choosing to retire is an incredibly significant and personal decision for you and your family, so it's important that you are well-informed. Members should seek their own financial advisors and consult directly with the [College Pension Plan](#). We have been told that OC may opt to pay the early retirement incentive in three equal payments over a thirty-six (36) month period. And eligible employees may opt for a partial early retirement with a pro-rated incentive.

Incentive: % Annual Salary at Retirement
55 to 59 100%
60 80%
61 60%
62 40%
63 20%
64+ 20%

As far as the process goes, the College is unlikely to have multiple calls for early retirement for faculty, and if they do, they have said the incentive will not change. **So, if early retirement is something you are considering, now is the time to consider expressing your interest (even if you ultimately decide against it).**

**Members, please be sensitive regarding the personal nature of decisions people are facing and the potential upheaval members considering early retirement may feel. The same is true of our term and least senior faculty members. If ever there was a time for kindness and tact, we are in it.**

#### [People Services Meeting with all worker groups and unions on Jan 15, 2025](#)

We participated in a meeting with the employer and the heads of the other unions on campus (OCFA, BCGEU-support, BCGEU-vocational, and the group representing excluded administration staff). It was challenging. The union was informed that the employer would be filing a Section 54 (Adjustment Plan for a Major Workforce Change) under the labour code by mid-February. This process does not replace our Collective Agreement but has many parallels to the language in Article 33. The employer has agreed that they will follow the Collective Agreement in this process. However, when we pressed for clarity, they would not specifically identify seniority. In fact, the college said they would fight against using a least seniority language to layoffs (Article 33.5.4). To the union, departures from the plain language of the agreement is concerning and we will be aggressively fighting to uphold our agreement.

#### [Joint Committee on the Administration of the Agreement \(JCAA\) Jan 17, 2025](#)

In this monthly labour management meeting we again pressed the employer for clarity on issues that arose in the meeting outlined above as well as many other long-standing unresolved issues. Unfortunately, the employer doubled down on their statements regarding seniority and mentioned “operational needs” as a rationale for layoffs, even though “operational needs” is not a factor in our Collective Agreement language for layoffs nor is it a provision in the Labour Code's Section 54.

These two meetings signal a troubling shift in tone and messaging from the employer. This is disappointing, as we felt the administration worked cooperatively with the OCFA in addressing Winter 2025 enrolment issues in a way that aimed to mitigate the impact on faculty and students. We are monitoring this situation closely and pressing the administration hard: to be transparent with the data they are using to make decisions, to consult meaningfully with us, and to follow the processes the Collective Agreement binds us to. We will continue to work with the Administration on our members' behalf, cooperatively where possible, but always fiercely protective of our members' rights as enumerated in the Collective Agreement.

## Provincial

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### President's Council

At President's Council (PC) meetings as part of Federation of Post-Secondary Educators this week we are discussing Post-Secondary Employer's Association's (PSEA) Request for Proposal on our sector's benefits provision. Last time this was done is 2014. Other key issues since my last report out to the membership at the Fall General Meeting include:

#### *Impacts on other FPSE locals from the reduction of international students*

The impacts at each institution are unique. In the news I am sure you have heard about Langara and Capilano where there is aggressive restructuring compounding the impacts of non-renewal of term contracts. Douglas has seen a minor adjustment with no talk of layoffs to this point. More information on this at the WGM.

#### *Improvements to Grievance Support*

Only arbitrated settlements are published. Due to privacy requirements all others remain sealed. If our stewards only have information about the claims that became elevated through to arbitration, they are losing context on how to proceed based on negotiated and mediated results. In a union world with high turnover due to finite terms or elections where knowledge leaves with individuals, we clearly need durable systems of information retention. This will mirror what we now have at our local, where we use the Godwin Project Software to store grievances in a searchable, secure system. PC is also reviewing patterns in our legal expenses as a Federation due to the employers having less willingness to solve issues locally.

#### *Improvements to Negotiations Support*

Similarly, FPSE has developed a new searchable database of the best Collective Agreement language as a supplementary tool to the Canadian Association of University Teachers. This is a huge win for our union.

#### *Lobbying*

Coordinated efforts have now been expanded to ensure that as FPSE organizes meetings for the union Presidents, the OCFA is protected and in compliance with the new *Lobbyists Transparency Act*.

Sincerely

**Sharon Mansiere**

OCFA President

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# *First VP, Chief Steward's Report*

Alan Rice



## **Arbitrations**

### **FAC13/07: Post-65**

The arbitration has now been decided by Arbitrator Peltz. OC has formally started the appeals process, filing an appeal to the Labour Board under Section 99. The College alleges, among other things, that the arbitrator applied a s incorrect interpretation of s. 13(3)(b) of the Human Rights Code. The Labour Board has taken up the appeal and set a date of April 8, 2025 for issuing a decision.

## **Grievances**

### **FAC16/03: Improper Discipline**

This is one of the longest standing grievances on file. We expect the Employer to pursue separation based on the fact that the member has been out of contact with the College has left the region. The contention is that this would be in the best interest of the parties and allow the member to move on. We are waiting on notification from the Employer that they have contacted the member.

### **FAC18/08: Improper Use of Formative Evaluations**

We are in the process of setting a meeting date to finalize the new formative evaluation survey and process. The joint committee has finalized its work and the parties have meet to resolve the grievance. The committee final report is being reviewed.

### **FAC22/03: Distance Education**

The grievance, accepted by the employer, is over limiting members accepting DE to three sections rather than following the CA language that limits registrants to 115 students. We have met with the Employer and agree to the resolution. OCFA has requested the final proposed resolution. We are waiting on a final offer from the Employer.

### **FAC23/01 FAC24-03: Counselling Removal of Bargaining Unit Work**

The Employer has delivered its final proposal and revised job descriptions. GARC (FPSE) has deferred support to take grievance to arbitration. We are working with the department to prepare for a resubmission to ROGA. We are working with the department to prepare for a resubmission to ROGA.

### **FAC23/04: Failure to Provide a Safe Workplace**

During the Fall 2023 semester, a member faced what the Association alleges is harassment by a student in one of their classes. The employer has, despite denying the grievance, agreed to perform a review of the Student Non-Academic Misconduct policy and has created a draft of the new policy. We are waiting for further information on policy changes and training.

### **FAC24/01: Failure to Provide a Safe Workplace**

This grievance will remain in abeyance in parallel to FAC23/04.

**FAC24/02: Improper Dismissal**

This grieves the termination in mid-January of a term contract for a member in Arts. We have received a proposed remedy from the employer. We have been in contact with member and are starting the process of re-engaging the College in discussions.

**FAC24-05: Central Sick Leave Bank**

A member who had utilized their personal bank of sick leave was forced to borrow against future sick leave credits prior to being allowed to access the Central Sick-Leave Bank (CSLB). We have had the first meeting at Step 1 with the Employer. We are now waiting for the Employer’s Step 1 response.

**FAC24-06 – Wrongful Dismissal**

A full-time term member was dismissed for cause in late December. The Union contends that this was improper due to the lack of a progressive discipline process. The member was not given an opportunity to take corrective action or have discipline short of termination.

**FAC25-02 – Failure to Comply with Article 3.2**

The College, despite an initial request in late November, and several follow up requests have failed to provide the Union with a list of Officers and Designated Supervisors as required under Article 3.2 of the Collective Agreement. The Employer has indicated that they intend to comply within the time frame of Step 1 of the grievance.

**New issues:**

**Assignment of Special Courses**

The College has pursued assigning Special Courses without consulting or receiving the consent of members. The Association contends that this violates Article 21.4.2 which states that: “Continuing employees shall not be assigned special courses; continuing employees may accept such work.” The Employer’s position is that Common Agreement Article 13.1 and 13.3 supersedes the Local Agreement in the assignment of Educational Technology/ Distributed Learning courses and that the Employer has the right to assign such work. The Association has requested a meeting with the Employer to discuss how the grievance process will be applied in this case. We are working on identifying potentially impacted faculty to support the grievance process.

**Work Reductions**

We continue to meet with the College on this issue. We have had 3 “All Union” meetings with the Employer that largely focused on Early Retirement Incentives. The Employer has provided some additional information on their anticipated process. Details will be provided at the FGM.

**Business Department Restructuring**

OCFA has received a proposal from the Employer outlining the plan to restructure the Business Department into five separate departments. OCFA must approve of the proposal before any restructuring can take place. OCFA and the Employer had an initial meeting on Friday, November 22. Subsequently, the Employer, citing missing the budget submission deadline, has indicated they will not pursue the restructuring until the next budget cycle. They have indicated that they are willing to continue discussing a potential LOU on the matter.

Respectfully submitted,  
Alan Rice  
OCFA Chief Steward

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## 2<sup>nd</sup> VP, Bargaining Chair's Report

Matt Kavanagh



Hello colleagues! Thanks for taking the time to read this message and the Update. Unfortunately, as you all know, life at Okanagan College has taken a turn since I wrote to you last in the Fall 2024 issue of the Update. The enrolment crisis brought on by the federal government's abrupt changes to Canada's immigration policy (specifically, the ability of foreign students to qualify for a post-graduate work permit) means that we are all facing huge uncertainties in our working lives. We saw a number of sections cancelled for Winter 2024 and we're waiting to hear what the College's plans are for Fall 2025 and beyond. The OCFA Executive has been incredibly busy responding to this mess and doing our utmost to represent the interests of all faculty. However, we also have specific tasks as members of the executive and mine is preparing for bargaining as our Collective Agreement expires in a few months. So, here's where things stand.

Last semester we designed and delivered a bargaining survey meant to identify the issues that are top of mind for you and all of our colleagues. We had a respectable response rate and a pretty clear list of issues that you'd like us to address through bargaining and other union activities. Unsurprisingly, a lot of you focused on job security and layoff protection. Much of the OCFA executive's energy is spent on that right now, to be honest, as we are seeing signs of a troubling divergence between the College's interpretation of black-letter Collective Agreement language around seniority and our own. Beyond that, the survey also reveals broad concerns about the College's desire to shift to "high-flex" or hybrid models of in-person and online course offerings and their reluctance to acknowledge the burden this places on faculty. We anticipate the employer will propose new language around special courses and distance education and are planning accordingly. Other areas of concern include salary and benefits, collegial governance, the contracting-out of work that belongs within our bargaining unit, and a number of very unhappy comments about the College's scheduling misadventures and the administration's seeming indifference to that and other matters of work-life balance.

The bargaining team consists of myself (Department of English, Kelowna), Michael Conlin (School of Business, Kelowna), Raluca Fratiloiu (Department of Communications, Kelowna), Sharon Mansiere (Department of Biology, Penticton) and Adrian Fontenla (School of Business, Kelowna). Our colleague Chris Clarkson (Department of History, Salmon Arm) has also been participating in bargaining team meetings, which is great since he has a lot of expertise representing the OCFA in bargaining with our employer. It's not a large team, but we've aimed to have representation from a variety of portfolios and campuses. Having said that, we're mindful that there are segments of the faculty association that aren't represented on the team (Technologies, non-instructional, term members and early-career faculty, to name a few) so we're particularly eager to hear from colleagues in these areas to ensure we're mindful of everyone's interests. The invitation is open to all, though. You can reach me at [vicepresident2@ocfaculty.ca](mailto:vicepresident2@ocfaculty.ca) and I'll be happy to share your questions, comments and concerns with the team.

The team met in December to set up a meeting schedule and preliminary tasks for the Winter semester. We meet weekly on Monday mornings via Zoom and plan on visiting each campus over

the course of this semester. We reviewed the survey results and derived your main concerns (listed broadly above). We hope your feedback on our bargaining preparations at the Winter General Meeting will lead to a mandate and proposals we aim to have ready for spring. Once we have our mandate from the membership, we'll be making decisions in fairly short order about approaching the administration to deliver our notice to bargain, developing a protocol agreement with the employer to set the rules of the negotiations, and then working up specific proposals so we're ready to hit the ground running when bargaining formally commences. Something that's really going to help us is a special bargaining team meeting on February 3rd, where we will meet with staff reps from FPSE (Federation of Post-Secondary Educators) to review our Collective Agreement to identify where our language is strong and where it needs to be reinforced. The lead, Robin Wylie, is a very experienced negotiator and his familiarity with collective agreements in our sector will be a great way of ensuring that we take the best ideas from our counterparts across the province.

As the chief bargainer for the OCFA (or Local 9 to FPSE), I'm a member of the Bargaining Coordination Committee which consists of negotiators from each FPSE local. We've met virtually in December and January to discuss the provincial bargaining context and local concerns and have an in-person meeting scheduled on February 7-8 in Richmond. Aside from information sharing, these meetings also have an educational component so the BCC will spend a chunk of our time in Richmond working on costing issues. Speaking of labour education, I recently spent a week in Harrison BC attending the Winter School, an initiative of the Canadian Labour Congress. The course I took was on Bargaining, which featured sessions on costing, benefits, and a two-day bargaining simulation. It was an interesting experience because attendees came from a variety of workplaces. My group included academics, 911 operators, boilermakers, municipal employees, and other occupations. A similar type of bargaining training will be conducted online by CAUT (Canadian Association of University Teachers) February 10-14. It's a mix of self-paced modules and a few hours of scheduled webinars. If that sounds like something you'd like to learn more about, drop me a line before January 30 and I can see about getting you registered.

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# Treasurer's Report

*Adrian Fontenla, CPA, CA*



Thank you for your trust in my abilities to help the Executive and Council oversee the financial interests of the organization. It has been a rewarding experience to work with a determined set of colleagues that are clearly focused on the ongoing labour issues. I encourage everyone to attend the upcoming general meeting, as we look to inform the membership of the most recent developments and the challenging positions being signaled by the Okanagan College leadership.

**Overall financial picture** (11-month period ended December 31, 2024)  
*(detailed financial statements along with proposed budget will be provided at the WGM)*

The union itself continues to be in a good financial position this year. However, given the uncertainty of the sector we need to be diligent in how we utilize our resources.

## *Income statement*

We continue to experience a shortfall in membership revenues, with the dues reported are approximately 2% below budget. It is likely that our membership dues will end slightly below expectations for the year. The investment revenue continues to outperform our budget expectations as the Canadian and US markets demonstrated growth this year.

We are expected to be on budget with respect to our overall operating expenditure at the end of the year. As of December 2024, we are approximately \$11,750 under budget in our overall expenditures. At the time of preparing and finalizing the December financial statements, the largest unknown was the time release costs for the Fall 2024 term. The actual amount is dependent on the step position of the faculty members who provided the replacement work. On Friday (Jan 17<sup>th</sup>), the Union received the employer's preliminary calculations for the Fall 2024 release and the amount is \$77,142. The employer seems to have changed the manner that TLU assignment is determined, and we believe they have erred in its approach. We are in the process of drafting a response to get the matter rectified.

## *Balance sheet*

The returns from our investments continue to allow our Union to build a substantial investment fund, of which is now sitting at approximately \$1,337,600. These monies are used to support continuing operations and importantly will ensure we can support our members in the event of job action.

Currently, we have approximately \$112,000 in our cash accounts. These funds will be used to fund payment of time release expected to occur in January (estimated at \$66,625), FPSE monthly dues (estimated at \$21,000), and ongoing operational activities (approximately \$5,000).

Accounts payable represent the estimated costs for the Fall 2024 time-release.

### **Donations** (as approved by Council)

As required by the Charitable contributions policy, below is the list of Donations made by the Association for the year:

Okanagan College Foundation	\$5,000	Student Food banks
Enactus – Okanagan College	1,000	Safe Haven Project (*)
Okanagan College Student Union	1,000	Fridge program
Elizabeth Fry Society	250	Community Vigil (**)

\* Donation was made in January 2025

\*\* The National Day for Remembrance and Action on Violence Against Women

### **2025/26 Budget**

The budget for the next fiscal year will be presented at the WGM. This budget is expected to be in a shortfall position. The budget is based on the unfortunate scenario that there will be a reduction in membership revenues. This is compounded by the fact our collective agreement is expiring, and we are now incurring negotiation team costs. At the time of writing, the Executive is recommending to the Council some operational changes and temporary reductions to minimize the expected shortfall in the coming year. We will continue to be diligent in monitoring our actual financial results in the coming year.

### **Policy Review Committee**

In September, Council tasked me to form a committee to review our policies. The committee included three other members of Council (Joe, Alan and Sharon (*ex officio*)). We also had a general member (Saran) participate for the first two weeks.

The committee determined that the policy manual needed a refresh. The policies written were as an amalgamation of the policies that were accumulated over the years. This meant there were inconsistencies with the policies in structure, formatting, positioning and verbiage. The policy manual also merged “membership” policies with “council” policies. This made it unclear which policies required membership involvement to amend, and which simply required council approval.

The policy manual is provided to the membership for comment and will be emailed to everyone after the winter general meeting. Please view the next month as an opportunity to consult on the membership policies, feel free to provide input to me ([treasurer@ocfaculty.ca](mailto:treasurer@ocfaculty.ca)) prior to February 28<sup>th</sup>.

At the upcoming AGM, and after any member comments are considered, the following motions will be voted on:

1. Motion: To approve the removal of the 2023/24 policy booklet and discontinue the policies contained within.
2. Motion: To accept receipt of the 2024/25 policy booklet. The Council policies are provided for informational purposes only.
3. Motion: To approve the following membership policies
  1. Conflict of interest policy
  2. Credit card policy
  3. Elections policy
  4. Electronic Meetings policy
  5. Expense Reimbursement policy
  6. Faculty Time Release policy

7. Grievance Confidentiality Policy Statement
8. Honorarium policy
9. Investment Policy Statement
10. Job Action policy
11. Personal Information Protection policy
12. Political Donation policy
13. Solidarity and Charitable Contributions policy
14. Terms of Reference Policy for Association Committees

Please see **Appendix A** to this report for a summary of changes proposed.

## **APPENDIX A**

### **General Changes (applicable to all policies)**

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#### *Housekeeping items*

The committee completed housekeeping changes to ensure consistency across the various policies. Which included the following changes:

- Spelling
- Grammar
- Punctuation
- Titles (OCFA -> Association, OCFA President ->President etc...)
- Referencing (each section, paragraph, line has its own number reference)

#### *Restructuring items*

The committee restructured the policy booklet to have two sections:

- Membership policies – monetary items and/or pervasive to activities of the Association
- Council policies – operational policies

#### *Amendment items*

The committee defined an amendment process within the various policies and can range from:

- Majority vote at Council
- Majority vote at general meeting
- Special resolution at annual general meeting

### **Specific Change Summary (in order of policy manual)**

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#### Membership level policies

1. *Conflict of interest policy*  
A new policy of the membership which defines a conflict of interest, and how it is managed.
2. *Credit card policy*  
No changes proposed.
3. *Elections policy*  
No changes proposed other than general changes as previously described.
4. *Electronic Meetings policy*  
No changes proposed other than general changes as previously described.
5. *Expense Reimbursement policy*  
A new policy of the membership. This policy defines appropriate expense reimbursements, process for approval and timeliness of report submissions.
6. *Faculty Time Release policy*  
No changes proposed other than general changes as previously described.

7. *Grievance Confidentiality Policy Statement*  
A new policy of the membership. This policy defines the confidentiality requirements around the grievance process.
8. *Honorarium policy*  
No changes proposed other than general changes as previously described.
9. *Investment Policy Statement*  
The investment sub-committee has completed its' review. ESG considerations are strengthened. And general changes as previously described.
10. *Job Action policy*  
No changes proposed other than general changes as previously described.
11. *Personal Information Protection policy*  
No changes proposed other than general changes as previously described.
12. *Political Donation policy*  
Set the amount to be consistent with the Solidarity and Charitable Contributions policy. And general changes as previously described.
13. *Solidarity and Charitable Contributions policy*  
Changed name of budget line item to be consistent with budget established. Increased limit of donations to \$500 for Executive. Council can approve up to \$500. Membership approval is required for donations up to \$1,000. And general changes as previously described.
14. *Terms of Reference Policy for Association Committees*  
Added references to the new minute standards policy and better defined the reporting requirements of the Committee. And general changes as previously described.
15. *Travel policy*  
No changes proposed other than general changes as previously described.

#### Council level policies

1. *Appointment policy*  
No changes proposed other than general changes as previously described.
2. *FPSE Standing Committee policy*  
No changes proposed other than general changes as previously described.
3. *IT Equipment policy*  
Increased length of replacement cycle from three years to four years. Added verbiage around "bring it back" (ie two year lease programs). Further clarified the responsibilities around transition of equipment, files and email accounts. Developed a retirement process related to equipment. And general changes as previously described.
4. *Minute Standards policy*  
A new policy of council which defines minuting requirements.
5. *Records management policy*  
A new policy of council which defines record-keeping requirements.
6. *Respectful Workplace Union policy*  
No changes proposed.
7. *Scholarship policy*  
No changes proposed other than general changes as previously described.
8. *Work Availability Expectations policy (previously called Working Hours policy)*  
This policy is a replacement to the Working Hours policy. The policy attempts to describe the flexibility and expectations for a member of Council and Executive.

# Benefits Officer's Report

Marlo Edwards



Hello Colleagues,

I continue to learn so much from working with this dedicated and engaged exec and council, and from my conversations with members regarding benefits-related issues. In this update I want to share some information and reminders about the benefits you have access to as an OCFA member—benefits that can be especially valuable during stressful times.

The updated OCFA Handbook includes a summary of our leaves and benefits. The full details are outlined in our OCFA Collective Agreement, and in particular the following Articles:

- Article 39 (Benefits), Article 45 (Leaves), Article 46 (Maternity & Parental leaves), Article 47 (Other Leaves)

(Updated versions of both these documents—and more!—should be available on our website very soon.)

Also, as part of your benefits package, OCFA members and their dependents can access employee assistance programs through Homewood Health. These programs tend to be short-term, but they are also easy and quick to access, which in my experience can be helpful as a place to start, and/or at moments that feel overwhelming.

## **Employee and Family Assistance Program (EFAP)**

- Call: 1-800-663-1142 (available 24/7) or visit [www.homeweb.ca](http://www.homeweb.ca)
- *Counselling*: Free short-term phone/video counselling is available “to help you understand your concerns and develop a plan of action to address them.”
- *Life-Smart Coaching*: Free phone/video coaching regarding “caregiving, life planning, health management and career management.”
- *Health resources*: Including free “e-courses, practical learning for improving personal wellness, life skills, and workplace effectiveness; i-Volve, a self-paced treatment program for depression and anxiety; and a Health and Wellness Library.”

You can find more information on EFAP and other benefits, leaves, and related forms on the College's People Services page: <https://www.okanagan.bc.ca/people-services/pension-benefits-and-leave>

Please reach out to me if you have any questions about benefits or leaves:  
[benefitsofficer@ocfaulty.ca](mailto:benefitsofficer@ocfaulty.ca)

In solidarity,  
Marlo

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# Secretary's Report

Amy Cohen



Dear OCFA Members,

I hope everyone has had a smooth start to the Winter Semester. Since I last reported to you at the Fall General Meeting, I have engaged in the following activities:

Planned and attended regular Council, Executive, Crisis Meetings, Town Hall Meetings, and JCAA meetings

Met with members with a variety of concerns, notably many people were concerned about last minute changes to course assignments and workloads for the Winter semester. Some members only received their January workloads in late December.

Communicated with the Capri staff to ensure a space is held for our Annual General Meeting in the event we hold it there. Adrian has been speaking with College about the possibility of returning to the campus for our AGM, though this will depend upon the comparative cost as well as the workload for executive members

Attended the “Future of Learning Session” in Vernon on the 9<sup>th</sup> of December. There were not many people in attendance. I asked whether they considered these presentations “consultation” and they said yes. They also said that they are considering the working groups they want people to join consultation. I said that they need to be aware that this cannot be considered union consultation even if OCFA members are present at the sessions. Several people present expressed concern about the lack of input from faculty or students in the process of developing this model. They are recommending the creation of “learning navigator” positions which will be a combination of a person and technology (in their words). They did not have an answer when I asked if the people portion of this position would be in our bargaining unit.

The previous Council (from 2023 24) passed a motion creating a subcommittee to research protocols around offering territorial acknowledgements. When I became Secretary, I volunteered to chair this subcommittee and council members Lindsay Willson, and Laura Loewen volunteered as well. In December, our committee finalized a draft report for council’s consideration. Council will be voting to accept the draft report at the January council meeting. If anyone is interested in reading a copy of the guide, please reach out to me and I would be happy to share.

I have been working on updating the Constitution and Bylaws to reflect changes to the union over the past several years including adding the Benefits Officer position and related language and changing other outdated language. To view draft changes, please see the summary of changes that are circulated with the GM package and contact me if you have any questions, concerns, or comments. The changes will be officially voted on at the AGM in April.

Finally, OCFA Status of Women and Equity Representative Norah Bowman has had to step down from council for personal reasons. I want to thank Norah for her tireless work on behalf of our members, we will all miss her collegiality and critical eye on council. Please reach out to me if you are interested in serving in this role.

In sol,

Amy

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# OCFA Council & Grievance Committee 2024/25

## Executive

President	Sharon Mansiere	778-583-2509	<a href="mailto:president@ocfaculty.ca">president@ocfaculty.ca</a>
First VP, Chief Steward	Alan Rice	778-583-3347	<a href="mailto:chiefsteward@ocfaculty.ca">chiefsteward@ocfaculty.ca</a>
Second VP, Bargaining Chair	Matt Kavanagh	778-583-2705	<a href="mailto:vicepresident2@ocfaculty.ca">vicepresident2@ocfaculty.ca</a>
Treasurer	Adrian Fontenla	778-583-3047	<a href="mailto:treasurer@ocfaculty.ca">treasurer@ocfaculty.ca</a>
Benefits Officer	Marlo Edwards	778-583-3048	<a href="mailto:benefitsofficer@ocfaculty.ca">benefitsofficer@ocfaculty.ca</a>
Secretary	Amy Cohen	778-583-3052	<a href="mailto:secretary@ocfaculty.ca">secretary@ocfaculty.ca</a>

## Council

Faculty Liaison - Arts	Raluca Fratiloiu	<a href="mailto:rfratiloiu@okanagan.bc.ca">rfratiloiu@okanagan.bc.ca</a>
Faculty Liaison- Business	Michael Conlin	<a href="mailto:mconlin@okanagan.bc.ca">mconlin@okanagan.bc.ca</a>
<i>Faculty Liaison - Health</i>	<i>Vacant pending</i>	
Faculty Liaison - Non-Instructional	Lindsay Willson	<a href="mailto:lwillson@okanagan.bc.ca">lwillson@okanagan.bc.ca</a>
Faculty Liaison - Science	Joe Hobart	<a href="mailto:jhobart@okanagan.bc.ca">jhobart@okanagan.bc.ca</a>
Faculty Liaison - Technology	Scott Fazackerley	<a href="mailto:sfazackerley@okanagan.bc.ca">sfazackerley@okanagan.bc.ca</a>
Community Representative - Kelowna	Laura Loewen	<a href="mailto:lloewen@okanagan.bc.ca">lloewen@okanagan.bc.ca</a>
Community Representative -Penticton	Louise Blais	<a href="mailto:lblais@okanagan.bc.ca">lblais@okanagan.bc.ca</a>
Community Representative - Salmon Arm	Brian May	<a href="mailto:bmay@okanagan.bc.ca">bmay@okanagan.bc.ca</a>
Community Representative - Vernon	Billy Spelchan	<a href="mailto:bspelchan@okanagan.bc.ca">bspelchan@okanagan.bc.ca</a>
Decolonization, Reconciliation, & Indigenization Representative	<i>Vacant</i>	Contact Secretary if interested in this position
Human Rights & International Solidarity Representative	Terry Bridges	<a href="mailto:tbridges@okanagan.bc.ca">tbridges@okanagan.bc.ca</a>
Non-Continuing Faculty Representative	David Acosta	<a href="mailto:dacosta@okanagan.bc.ca">dacosta@okanagan.bc.ca</a>
Pension Advisory Representative	Satoshi Tomoda	<a href="mailto:stomoda@okanagan.bc.ca">stomoda@okanagan.bc.ca</a>
Women & Gender Equity Representative	<i>Vacant</i>	Contact Secretary if
Workplace Health, Safety, & Environment Representative	Leonard Youden	<a href="mailto:lyouden@okanagan.bc.ca">lyouden@okanagan.bc.ca</a>

## Grievance Committee Members

Chief Steward	Alan Rice	<a href="mailto:arice@okanagan.bc.ca">arice@okanagan.bc.ca</a>
Penticton Campus Steward	Colin Wallace	<a href="mailto:cwallace@okanagan.bc.ca">cwallace@okanagan.bc.ca</a>
Salmon Arm Campus Steward	Terry Kosowick	<a href="mailto:tkosowick@okanagan.bc.ca">tkosowick@okanagan.bc.ca</a>
Vernon Campus Steward	Art Boehm	<a href="mailto:aboehm@okanagan.bc.ca">aboehm@okanagan.bc.ca</a>
Kelowna Campus Steward	Jasmine Korcok	<a href="mailto:jkorcok@okanagan.bc.ca">jkorcok@okanagan.bc.ca</a>