

Office of the University Secretary
Operational Continuity Plan in the Event of an UMFA Labour Action
November 1, 2021

The University Secretary, and by extension, the Office of the University Secretary, is responsible for coordinating and facilitating the activities of the Board of Governors and of the Senate and their various committees, to ensure the effective and efficient functioning of the University's bicameral system of governance.

In the event of a labour action involving the University of Manitoba Faculty Association, the Office will remain operational and continue to fulfill its mandate. All members of the Office will continue to work and be available to members of the University Community. Both during and following any labour action, the Office of the University Secretary will serve as a steward of good governance and serve the Board of Governors, the Senate, and all members of the University Community.

This document outlines the adjustments to normal operations that will occur in the event of an UMFA labour action.

Board of Governors

The Board of Governors and its Committees will continue to meet as scheduled during an UMFA labour action. The Chair of the Board of Governors, after seeking advice from the President and the University Secretary, may elect to postpone certain meetings. During the period of a labour action, Board and Board Committee meetings will be held via video conference.

It is likely that additional special meetings of the Board of Governors or the Board Executive Committee will be required during an UMFA labour action.

Senate

The nature of an UMFA labour action will impact the work of Senate and its Committees. During an UMFA labour action, Senate Executive will continue to meet as scheduled, as Senate Executive alone is empowered to cancel regular meetings of Senate if it is deemed appropriate. Senate Executive is also empowered to "deal with contingencies that arise between meetings of Senate". There may also be a requirement for special meetings of the Senate Executive Committee during an UMFA labour action. Any such meetings will be held via videoconference.

Senate will continue to meet as scheduled, subject to the prerogative of the Senate Executive Committee to cancel any meeting of Senate.

The Senate meeting scheduled for November 3, 2021 will occur as scheduled. The Academic and Research Sub-Committee of the Continuity of Operations Committee has made a series of

recommendations that will be brought forward to Senate on November 3 to address academic matters arising from the labour action which require Senate approval.

Unless otherwise announced, all other Senate Committees will not meet during an UMFA labour action. Any missed meetings will be re-scheduled following the conclusion of the labour action. In some cases, and in consultation with the relevant committee chair, rather than re-scheduling missed meetings, the outstanding business before a committee may be brought to the next regularly scheduled meeting of the committee.

Appeals

The Office of the University Secretary will be open to receive student appeals to the Senate Committee on Appeals, the Senate Committee on Admission Appeals, the Senate Committee on Academic Accommodation Appeals and the University Discipline Committee during an UMFA labour action. No hearings or meetings of these committees will be scheduled or held during an UMFA labour action. Any scheduled hearings or meetings will be adjourned and be rescheduled after the conclusion of the labour action.