



Canadian Association of University Teachers
Association canadienne des professeures et professeurs d'université

CAUT Forum for New Presidents

Friday, June 7 and Saturday, June 8, 2024

9:00am – 5:00pm (Eastern Time)

Ottawa Hilton Garden Inn Downtown

Forum Overview

The purpose of the Forum is to review the services and support offered by CAUT; to discuss the role and responsibilities of academic staff association presidents and their relationships with their members, executive, and committees; to examine ways of building stronger associations and engaging members; and to build a network among colleagues who are new presidents or presidents-elect of associations.

Agenda

Friday, June 7

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| 07:00 – 09:00 | Breakfast (<i>provided</i>)
Tulip Restaurant (Hotel Lobby) |
| 08:00 – 09:00 | Registration
Monsella A-B |
| 09:00 – 09:15 | Welcome, Territorial Acknowledgement, Introductions and Forum Overview <ul style="list-style-type: none">■ Peter McInnis, CAUT President■ Robin Whitaker, CAUT Vice-President■ David Robinson, CAUT Executive Director |
| 09:15 – 10:00 | Field guide to CAUT
Overview of the organizational structure of CAUT, and support and services for member associations |
| 10:00 – 10:30 | Understanding your fiduciary and legal responsibilities |
| 10:30 – 11:00 | Break |

- 11:00 – 12:30 **Governance and leadership**
- Academic staff association governance
 - The President's relationship with:
 - Membership
 - Executive
 - Bargaining team
 - University/college administration
 - Other campus unions and student organizations
 - Community and labour groups
- 12:30 – 13:30 **Lunch** *(provided)*
Tulip Restaurant (Hotel Lobby)
- 13:30 – 15:00 **Building stronger associations**
- Association renewal
 - Membership engagement and organizing
 - Breakout discussion: Association engagement diagnostic tool
 - Exercise: Identifying organic leaders
- 15:00 – 15:30 **Break**
- 15:30 – 17:00 **Building stronger associations** (continued)
- Internal Communications: tools and strategies for engaging with members
 - Exercise: One-on-one conversations
- 18:00 – 20:00 **Dinner** *(provided)*
Les 3 Brasseurs – 240 Sparks Street, Ottawa

Saturday, June 8

- 08:00 – 09:00 **Breakfast** *(provided)*
Tulip Restaurant (Hotel Lobby)
- 09:00 – 10:30 **Handling difficult situations (scenarios)**
- Member complaints and grievances
 - Member v. member conflicts
 - Divisions in the association
- 10:30 – 11:00 **Break**
- 11:00 – 12:30 **Discussion: Key issues in post-secondary education**
- Identifying key public policy issues affecting academic staff
 - Leveraging our political power
 - Review of governance library resource

- 12:30 – 13:30 **Lunch** *(provided)*
Tulip Restaurant (Hotel Lobby)
- 13:30 – 15:00 **Dealing with the media**
- Media relations
 - Exercise: Preparing for and handling a media interview
- 15:00 – 15:30 **Break**
- 15:30 – 17:00 **General discussion and wrap-up**
Questions and discussion about other issues not covered in the agenda
- 17:00 **Adjournment**