



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

# Memorandum 22:11

**Date:** March 2, 2022

**To:** Presidents of Local, Federated and Provincial Associations  
CAUT Executive Committee  
Elections and Resolutions Committee  
President, CAUT Defence Fund  
President, NUCAUT

**From:** Brenda Austin-Smith, President

**Re:** **Registration for CAUT Council Meeting**  
**April 28 & 29, 2022 – 12:30 pm to 4:30 pm (Eastern Time)**  
**Fairmont Château Laurier / Hybrid Meeting**

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## CAUT Council Meeting – Important Update

The CAUT Executive Committee met on February 24 to discuss preparations for the upcoming Spring Council meeting. Considering that many public health measures and restrictions related to the COVID-19 pandemic are being lifted, the Executive has authorized the organization of a hybrid (in person and virtual) Council meeting. Delegates will have the option of attending in person in Ottawa or joining the meeting online.

The CAUT Council meeting will take place **Thursday, April 28 and Friday, April 29, 2022**, from **12:30 pm to 4:30 pm (Eastern Time)**. Official notice of the meeting and details about accessing meeting materials, procedures for submitting resolutions, and other Council events will follow. We will be closely monitoring and following all recommended health and safety protocols in the planning and organization of the meeting.

## Council Registration

Registration is now open on the CAUT Council website at: <https://council.caut.ca>. The registration deadline is **April 8, 2022**. Delegates and alternate delegates will be required to indicate on the registration form if they are attending the meeting in person or virtually.

The Council registration form is used by CAUT to keep an official record of the number and names of participants at Council. Please complete the form even if you will not be sending a delegate.

## Hotel

Council delegates are required to make their own hotel reservations directly with the Fairmont Château Laurier. It is imperative that reservations be made **no later than April 4, 2022**, which is the cut-off date. Please click [here](#) to reserve your room at the **Fairmont Château Laurier** or by calling 1-800-257-7574. Be sure to mention the Canadian Association of University Teachers Council or group code CAUT0422 to obtain the preferred rates starting at \$245.00/night (Traditional guest room).

## Travel

CAUT will cover the cost of transportation to Ottawa for one delegate per association. Air travel should be booked early to take advantage of the lowest fares and **no later than April 4, 2022**. CAUT's policy is to use unionized air carriers unless there is no other option available. Airline reservations **must** be made directly with CAUT's travel agency, WE Travel (1-888-676-7747). WE Travel will require the booking code (24501) to make travel reservations and to bill CAUT directly.

## Questions

Any queries about the meeting should be directed to Marcel Roy, CAUT Meeting and Event Planner, at [roy@caut.ca](mailto:roy@caut.ca).