

## **Minutes of the Mount Royal Faculty Association**

**Meeting date: August 21, 2015**

**Call to order:** An Executive Board meeting of the MRFA, was held in Mount Royal University, Calgary, Alberta on August 21, 2015. The meeting convened at 12:05pm, President, Marc Schroeder, presiding

<b>Members Present:</b>	David Clemis	Brady Killough
Richard Sutherland	Tracy Powell	Shiraz Kurji
Sabrina Reed	Jarett Henderson	Marc Schroeder
Allison Mackenzie	Brenda Lang	

### **Agenda**

Added to new business: Faculty Promotion committees membership, Department Communicator Appointments, Appointment to FCM, and Incivility Conference

### **Minutes**

Motion was made by Marc Schroeder to approve the minutes of the June 12, 2015 meeting.  
Motion Carried

### **Order of the Day, 12:00pm**

Guest: John Santos – Incoming Faculty Centre Coordinator starting August 17, 2015.

In mid-fall we will survey the membership on services offered in the Faculty Centre.

### **Business Arising**

1. Open Discussion for New Executive Board Members Arising from the June 12 Executive Board members may submit agenda items to Marc or Chantelle at least two days in advance of meetings.

### **New Business**

1. Appointment to Awards Committee  
Deferred.
2. Faculty Evaluation Committee Vacancy  
The Executive Board will appoint a member to fill this vacancy.
3. Input to Selection Committees
  - a) Criteria for Dean of Business
  - b) Criteria for VP Student AffairsCriteria developed by the Executive will be submitted to the Selection Committees
4. Spending Approval for Darlene Windrem's Retirement Celebration  
Motion THAT the MRFA Executive Board contribute \$800, for food and beverages, to Darlene's farewell party.  
Moved: Shiraz Kurji  
Seconded: Richard Sutherland  
Vote  
Carried Unanimously
5. Attendance at CAUT Events
  - a. Western Regional Oct 22 - 24  
Motion THAT the Executive Board approve sending Jarett Henderson to attend the CAUT Western Regional Conference.  
Moved: Sabrina Reed  
Seconded: Brenda Lang  
Discussion  
Vote  
Carried Unanimously

b. Forum for Aboriginal Academic Staff (Nov 6-7)

Marc will have the Diversity committee identify an appropriate delegate for the Executive Board to consider sending. The delegate should be a member involved in MRFA initiatives related to the topic of the forum.

6. Draft MOU Code of Conduct

Marc will circulate the MRFA's suggested Code of Conduct policy which was submitted to the administration in the Fall of 2014.

7. Questions for President's Fall Address (Aug 27)

Potential topics considered. Any unanswered questions can be brought to the October 2 meeting with David Docherty.

8. MRFA Staffing Update and ad Hoc Hiring Committee

Chantelle Anderson will be going on Maternity Leave beginning January 25, 2016. Motion THAT the Executive Board approve the ad hoc hiring committee charter.

Moved: Shiraz Kurji

Seconded: Tracy Powell

Discussion

Vote

Carried Unanimously

Committee Appointments: Brenda Lang Appointed to the Committee, and Marc Schroeder will approach Melanie Peacock

9. NFSP Meeting and Ongoing Member Outreach

The orientation went well: it is good the MRFA has this opportunity to meet with new faculty. Tracy and Brenda will continue new member outreach throughout the year.

10. Promotion Committee Membership

This is a concern due to the merging of departments. There are instances where there is more than one representative from an individual academic unit. Marc will inform Kathy that the Promotion Committees are not constituted in accordance with the Collective Agreement. The MRFA may need to pursue a grievance if there are problems arising from this violation of the Agreement.

11. Department Communicator Appointments

Motion to appoint Harris Rubin (Aviation, HR & Mgmt), Mirjam Knapik (Counselling), Monica Pauls (Child Studies and Social Work), and Katharine Barrette (Library) as Department Communicators for 2015-2017.

Moved: Richard Sutherland

Seconded: Tracy Powell

Vote

Carried Unanimously

12. Appointment to Faculty Centre Management Committee

Tracy Powell appointed by acclamation

13. Incivility Conference

If you are interested in attending, contact Marc Schroeder.

**In Camera Session, Grievance Officer Reports**

Vice-President Policy and Senior Grievance Officer's Report

President's Report

**Officer's Reports**

President's Report

1. MOU Joint Committee Report for the Revision of Faculty Annual Reports

We will precede the September General Meeting with a Special meeting for ratification.

2. Letter to and Response from Minister  
There seems to be some willingness on behalf of the Minister to meet with the Association as part of her visit to the institution.
3. GFC Committee Nominations  
There are many vacancies which need to be filled.
4. Department Visits  
The Negotiating Committee is meeting with departments in the Fall and the Executive will request to meet with departments in the Winter.
5. Executive Board Retreat  
The retreat will be held on October 17, 2015.

**Adjournment:** The meeting was adjourned at 2:00pm.

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Communications Officer,  
Mount Royal Faculty Association

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Date of approval