

MINUTES of the Mount Royal Faculty Association

Meeting date: August 24, 2010

Call to order: An Executive Board meeting of the MRFA, was held in Mount Royal University, Calgary, Alberta on August 24, 2010. The meeting convened at 9:30am, President Gerry Cross presiding, and Rod Corbett secretary.

Members in attendance:

Gerry Cross
Cari Merkley
Gerard Lucyshyn
David Sabiston
Qasim Syed
Rafik Kurji
Kelly Hewson
Rod Corbett

Members not in attendance:

David Hyttenrauch

Approval of minutes: No minutes to be approved at this date

Agenda

Introductions

Added audit report and progress

2010-2012 Collective Agreement

Fixed Term Part Time appointments

- These selections are to be retroactive to the beginning of term. Retroactive application of pensions posed a processing problem with payroll
 - This can be accommodated and Gerry and Gerard are working to resolve it.

Editing the Agreement

- Online version of the CA will be available mid September

Exec Retreat

- Date & Time Confirmed: Sat September 25 from 10:00-3:00, in the Faculty centre
- Gerry will get a draft agenda out by Sept 3

Arbitration

- This is the policy grievance on the application of the personal harassment policy on the internal affairs of the MRFA
 - The arbitration is scheduled for Sept 10

Profile of the Next MRU President

Presidential Search Committee

- The committee's search consultant is planning consultation with the University community to develop a list of characteristics that they are going to look for in the next president

The MRFA's role

- We need to be very proactive in this and speak to our members who should be considering/discussing this now. They need to be prepared when the search consultant starts asking questions.
- Department Communicators will facilitate this (to go on agenda for meeting Aug 25)
 - We will suggest that they bring this up in their department meetings
 - Communicators will have members tell us what characteristics they think are important in our next president. From this the Executive will draft a profile and distribute that draft to members for their comments.
 - The deadline for members' initial input is Sept 17
- *Details*
 - A job description to give members would provide them with starting point/something to react to. (Kelly will get this to the executive)
 - The search committee wants to have the profile (set of characteristics) by mid October

Exec Goals for 2010-11

- Gerry would like to present some preliminary goals to the membership at the Sept General meeting and we will then finalize based on their input
- Exec should all come to the retreat with suggested goals and objectives

Reorganization of MRFA General Meetings

A) Time Management

- Have business/decisions taken care of at the beginning of the meeting when possible

B) Speaker to run meetings

- Qasim will be the speaker at our General meetings this Fall

Elections

- Nominations Close September 21, Sept 22-24 voting. We will have the results for the retreat and the general meeting
- Positions to Be Elected
 - PT Rep
 - Gerry will check with Heather Haddow re: the expansion of the personal harassment standing committee
 - One position on the social events committee
 - New positions as a result of the new CA.

A) Committee to rule on applications to credit PT semesters prior to Fall 1999 for step placement on the PT grid by Nov 30

- Gerry Cross will sit on this Committee.

B) Work with UTPC to develop comprehensive promotion guidelines including forms and processes by Dec 15

- The negotiating team will select one of its members to sit on this committee

C) Joint Committee for Review and Interpretation of the Collective Agreement

- Decision: Appoint Lee and put out a call for nominations for the other two positions
 - In putting out the call we would provide/create an expectation that candidates write up a brief paragraph or two about their qualifications to be on this committee.
 - Gerry and Chantelle will work on this. All bios will be posted before voting starts (they must submit with their nomination form)
- This will be brought up at the department communicators meeting tomorrow also.
- Gerry will shorten the list attached of position descriptions and it will be ready for tomorrow to give to members. Need to be clear about requirements for these positions (these are 2 year positions, FT or PT, no tenure required)

D) Joint committee to study and recommend revisions to the copyright article by Mar 31, 2011

- Gerry or David would be good for this.
 - Cari will transmit information to the committee in a liaison role
- Other position: Resource person
 - We will put out a call for volunteers and appoint from them (they do not need

to submit a statement to exec)

E) Planned leave committee

- The work of this committee starts in October so we can and will elect for this one

F) Committee to develop evaluation forms/processes for laboratory instructors by Feb 15, 2011

- Gerry will contact Martin Haworth to discuss us appointing someone from FEC
- ALC and FEC are committees that we need to determine their roles. At the end of this year we will evaluate if they are performing a useful function. Members of ALC realize this and will see if they have a role in the next few months

Treasurer

Audit Report:

- There have been no major queries.
- The type of information they are requesting now is the post audit questions
- There were no major questions over the summer so this means that the financial statements were prepared very well
- We will follow up with them to see where they are, if there is anything else they need from us, and when they expect it to be complete.

2nd VP

Robert's Rules Workshop

- Exec members to send Qasim an idea for Rob James to create a motion around for faculty to debate etc.

Adjournment: The meeting was adjourned at 11:04am.

Secretary
Mount Royal Faculty Association

Date of approval