

**Mount Royal Faculty Association
Executive Board Meeting
December 2, 2016, 10:00 am – 12:00 pm**

Minutes

Call to order: An Executive Board meeting of the MRFA, was held at Mount Royal University, Calgary, Alberta on December 2, 2016. The meeting convened at 10:00 am, President, Marc Schroeder, presiding.

Members Present:

Marc Schroeder
Lee Easton
David Clemis
Shiraz Kurji
Brenda Lang
Guy Obrecht
Sabrina Reed
Allison MacKenzie
Jennifer Solinas
Robert Lexier

Agenda – Approved with changes as noted – All in Favour – Carried

Approval of Minutes

Motion: To approve the Minutes of November 18, 2016 with changes as noted – All in Favour – Carried

Unfinished Business

1. Appointments

a. Contract Faculty Advisory Committee (x2)

The President noted that three people had been appointed at the last meeting and that two people were still required for appointment. Following discussions with the Nominations Committee and the Communicators one more name was put forward, being Tricia Prince from health community and education and that a search for the fifth member was still underway. The President stated that the committee did have quorum and had started its work.

Motion: To appoint Tricia Prince to sit on the Contract Faculty Advisory Committee.

Moved: B. Lang – Seconded: S. Reed – All in Favour – Carried

b. MRFA Representatives (x3) on Joint Diversity and Equity Committee as per Collective Agreement Article 24.3

The President noted that this committee has six members, MRFA with three and the University with three. He further noted that there are some members of the Diversity Committee who are interested in representing the MRFA. The committee has met and will be providing recommendations for the next Executive Board Meeting. He further stated that Maki Motapanyane and Tom Buchanan were also interested in these appointments. The President noted that he would be following up with Arianne Tennant regarding the University appointments as well.

c. MRFA Standing Committee Vacancies – Deferred to January

New Business

1. Introduction of New Faculty Centre Coordinator, Robert (Bob) Mariani
The President introduced Bob Mariani to the Executive Board noting that he has an extensive background in food and beverage and came highly recommended by the hiring committee.
2. Discussion: Faculty Centre Booking Policy
The President noted that the Executive is responsible for the Faculty Centre and that one of the items for review was that of bookings. With the change in the FCC hours being decreased to 80%, Bob would be working Tuesday through Friday. He further noted that attention to his regular hours when booking committee events was critical as it could affect budgets. In response to a question regarding booking events outside of the regular hours, the President noted that any member of the Executive could have their access card programmed through security for 24-hour access to the centre. The President further stated that the FC Management Committee had also discussed moving away from non-academic booking of the centre, as members could be subsidizing these functions with the FCC using his time in preparation. The FCMC will be reviewing the policy and any changes to the policy will be brought forward to the Executive Committee for approval.
3. Discussion: Dean of Health, Community and Education Position Profile
The President noted that he is the Executive appointee on the committee and that Boyden had been contracted as the search consultant. The position has not been posted as the President was seeking input for the profile. He further stated that there are routine items that are recommended around management experience, labour negotiations and conflict experience. Following a question on the inclusion of contract faculty being mentioned, he noted that this would likely not be in the posting. There were no further suggestions. The President also noted that the Provost search was well underway. The committee would be meeting next week and that there would be long and short listings for review and interviews in January.
4. Discussion: MOU Regarding the Application of the Criteria for Sessional Re-Appointment and Workload Allocation
The President noted that this subject was part of the new Collective Agreement (CA) and asked Guy Obrecht, Contract Faculty to give an update. Guy noted that he and Brenda Lang had met with Jim Zimmer and Pam Nordstrom who represent the Board and that they had spoken with the deans and a meeting with the with the chairs in the coming week would also take place. He further noted he had been speaking with Contract Faculty and had also spoken with Sabrina Reed, Senior Grievance Officer. Guy stated that headway had been made in the review of the CA and hopefully it will provide an increase in job security for Contract Faculty. A report is to be provided on December 15th, but the President noted that this date and time lines would likely be extended. A discussion on the deans' role vs the chairs' roles, allocation vs eligibility (transparency, process) and the use of surveys as to negotiations ensued. The President further stated that Executive Board had provided recommendations on the article 4.8 in the CA last year and that this would be provided to Guy and Brenda for review.
5. Feedback to Task Force re: SEIs (Attached)
The President referred to the draft report as distributed. In summarizing he noted that his comments on the Draft SEI and Recommendations on the questions followed as a separate page. Following a full review of the draft report, the consensus was that the questions are unclear, should be more objective and that the equity based aspect of the analysis should be forwarded to GFC and be in the report. It was agreed that if SEIs are kept, it should be in paper form and perhaps be a non-confidential model having the Students take the responsibility for their responses. It was also noted that confirmation of the cost saving should be part of the report. Marc will update the draft

of the comments and circulate it for feedback. J. Zimmer would like the feedback before the holiday break to act on the recommendations for a formal report in January.

6. Government of Alberta Tuition Review Consultation Updated Draft Response (att.)
The President stated that the government had provided an extension to December 7th. He referred to the attachment and noted that he will format this latest version for submission and thanked Roberta for taking the lead on the response.
7. CAUT's 4th Equity Conference, February 24-25, 2017, Toronto (att.)
The President reviewed the budget of \$12,000 for travel and reviewed the CAUT annual events. He noted that this budget number does not include sending members to some of these events. Discussion followed on participation in these events, which events should be attended, who should attend, the cost associated with attending the events and perhaps increasing the travel budget going forward. The President further noted that a decision regarding the upcoming CAUT Equity Conference could be tabled at the next meeting.

Officers' Reports

President's Report

1. CAUT Council and Parliament Hill Day (att.)
Marc referred to attached report, noting that he attended 3 meetings with Alberta MP's on Parliament Hill Day:
 - 1st meeting MP from Edmonton
 - 2nd meeting MP Calgary Shepherd – Tom Kinnick
 - 3rd meeting MP – Len Webber

This was an opportunity to build bridges with the MP's. The meetings were positive and could be a model for Alberta.

2. Government Roundtable Meeting on Labour Relations Model
The President noted that he and Roberta Lexier attended a meeting with ministry staff and went through the details on the submission. He further noted that the roundtable was interesting and stated that Andy Simms will be drafting recommendations for cabinet. Andy Simms will also likely be the one drafting legislation to be tabled this Spring.
3. Update: Guidelines for Hiring Faculty
Marc noted that he and Sabrina gave a submission to HR on a new draft of the Guideline for Hiring Faculty Document, further stating that it needs a complete re-write.
4. Update: Steering Committee on the Review of Tenure and Promotion
The President noted that the work of this committee will be wound down this year. The Committee is working on new handbook to replace the guideline documents which will be an improvement in clarifying a lot of items going forward. There will also be a pilot of an online dossier system.
5. Update: MRU Code of Conduct
Marc noted that there had been several meetings over the last month to finalize the 30-day consultation hopefully in December. He further noted that although there is still difficult conversations to take place, the committee has been a positive experience. Arianne Tennant is leading the committee with Carol Shepstone, Basset Zurag, Melanie Rogers and Alan Dwyer participating as well.
6. Executive Board Meeting – December 16, 2016
It was noted that there was possible conflict with the next Executive Meeting in that there is a Budget Advisory Meeting scheduled for the same day.

Adjournment: 12:15pm

Announcements

1. MRU President's Informal Meeting with Faculty: Monday, December 5, 3:00-4:00pm, Faculty Centre
2. Holiday Parity: Thursday, December 8, 3:30-7:00pm, Faculty Centre
3. Pre-GFC Drop-in: Thursday, December 15, 3:00-3:45pm, Faculty Centre
4. Contract Service Honorarium Deadline (for Fall 2016): Thursday, December 22
5. Faculty Centre & Executive Offices Holiday Closure: December 23 – January 2

Communications Officer,
Mount Royal Faculty Association

Date of approval