

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

**Meeting date: December 16, 2011**

**Call to order:** An Executive Board meeting of the MRFA, was held in Mount Royal University, Calgary, Alberta on December 16, 2011. The meeting convened at 3:00pm, President Gerry Cross presiding and Kit Dobson, Secretary.

### **Members in attendance:**

Cliff Werier  
Elaine Mullen  
Kit Dobson  
David Sabiston  
Qasim Syed

Gerry Cross  
Pat Kostouros  
Gerard Lucyshyn  
Rafik Kurji

### **Agenda**

2<sup>nd</sup> VP Report Added to Report on Roberts Rules of Order Workshop

**Approval of minutes:** Motion was made by Gerry Cross, and seconded to approve the minutes of the November 30, 2011 meeting. **Motion carried.**

Motion was made by Gerry Cross, and seconded to approve the minutes of the December 7, 2011 meeting. **Motion carried.**

### **Officers' reports:**

#### **President**

#### **1. Grievance Report (Closed Session)**

#### **2. Task force on Faculty Leaves and the Academic Year**

- Preliminary report done with goal for faculty to be eligible for sabbatical every seven years. The end goal is to make it so that there is no cap on the number of sabbaticals available, there would be an application process and there would have to be a plan for research service or teaching development.
- It is going to be important to get faculty opinion on this: community consultation followed by a survey
  - Gerry and David will meet to discuss including questions in the Negotiations survey
- The task force is not considering and will not make a recommendation on reducing the vacation period

#### **3. Senior Grievance Officer's Workshop**

- This workshop helped highlight the fact that the grievance procedure is a dispute resolution mechanism and needs to be used as such whenever needed
- Filing grievances also helps track repeated issues and possible escalations
- Faculty should be better informed of the Grievance process
  - The Communications Committee will arrange an optional session for Communicators with a focus on common causes of grievances and the grievance process
- Grievance Process: possible changes
  - The ten days at step one could be lengthened
  - We should consider improving our Communications Policy around grievances: communicating the outcomes of grievances is very useful. We should formalize Step 1 so we can capture the issues that are out there but not moving forward.

#### **4. Joint Committee for Review and Interpretation of the Collective Agreement**

- The people involved in administering the agreement should be on this committee
  - We need people on the committee that are knowledgeable about the Agreement
  - The intent of this committee was to deal with differences in interpretation and

- also provide the Negotiating Committees with suggestions for improvements.
- Matters that are subject to grievance cannot be referred to the joint committee.

## **2<sup>nd</sup> Vice President Report**

### Robert's Rules Workshop

- This workshop was well attended, it had more emphasis on practicing the skill and less review. People were very engaged
  - Is material from previous workshops outdated? No

### **Unfinished business:**

#### **1. Faculty Evaluation Committee Motions**

- Presentation
  - The review material will be posted before Christmas and an email will go out to members. This will include references to other research and lit reviews that have been done
- Possible Improvements:
  - Adding executive summary would help explain what this is trying to accomplish
  - Gerry will invite people to provide any other sources that could be useful
  - Elaine will email Gerry the URL with further information on this
- Other considerations:
  - We asked the committee to do this research and we should assume that they have done it and we should not call it into question
- FEC Motions
  - Confidential and Signed
    - Many motions are interconnected and should be combined
    - We will ask for support from research on this motion including what other institutions are doing.
  - Reliability and Validity:
    - This should be grouped with the other motions that relate to the same idea
  - SEIs are not a valid measure
    - This should be removed
  - SEI Reliability and 95% Confidence Intervals
    - This needs clearer language for people to be able to vote on it.
    - There could be a reference added (e.g. mention of another University that uses this)
  - SEI Score Interpretation
    - This needs to be made more comprehensible
  - Response Scale
    - This should be included in motion that recommends redesigning the form
  - Criterion Reference vs. Norm referenced
    - Clearer language and reference to practice at other Universities (e.g. UofA)
  - Outliers
    - Clarified
  - Raw Data
    - Grouped with form redesign motion
  - Criteria Standards and Interpretive Guide
    - Agreed: no changes
  - Training of evaluators
    - They could provide some document to faculty not a workshop or class

### **New Business**

**1. MRSSA Lunch**

- We should talk about the Collective Agreement, bargaining and the relation between the two parties
- Collaborative workshop with MRSSA
- Continuing Education instructors

**2. MRFA Appointee to VP University Advancement Selection Committee**

- Rafik Kurji appointed as Faculty Representative

**3. Diversity Committee Motion**

- The Committee's is concerned that deans council removed women from targeted groups
  - David will talk to Robin about this
  - Gerry will request that two members of the committee attend Dean's council to determine why women were removed from the targeted groups.

Motion THAT the MRFA Executive Board endorses the recommendations from the Diversity Committee and the MRFA President bring the recommendations to the Provost and VP Academic.

Moved: Gerry Cross

Seconded: Pat Kostouros

Vote

Carried Unanimously

**4. Proposed Changes to Disability Policy**

- They are going to look at this in the winter term
  - Faculty should be involved
- The proposed change here is that Accommodations Officers are required talk to faculty members about accommodations being made rather than just imposing them.
  - Item H.b) of the policy is not being done because the instructor is not being consulted.
  - H.d) is the same thing so it could be deleted with this change
    - Since this is already in the policy it does not have to be changed: people are not using the policy
    - This change would significantly impact the workload of those in access services who would need to talk to faculty regarding every single case.
  - We will defer this concern to the committee looking at it in the Winter

**Adjournment:** The meeting was adjourned at 5:20pm.

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Secretary  
Mount Royal Faculty Association

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Date of approval