

**President's Annual Report
MRFA Annual General Meeting
10 May 2013**

The 2012-2013 MRFA Executive

It has been a great pleasure to work with this year's Executive, and I would like to thank all members for their outstanding contributions. Each one has brought unwavering dedication to the Executive's work, much of which is unseen by the membership as a whole.

We are losing an unusual number of members from this year's Executive, for a variety of personal reasons. On behalf of the membership, I would like to thank the outgoing members for their service:

- David Sabiston, who as Vice-President, Negotiations skillfully and very successfully led us through a difficult round of negotiations;
- Kit Dobson, who has made enormous contributions in his two years as Communications Officer, chair of the Communications Committee and member of the Faculty Centre Management Committee, and this year as a member of our new Advocacy Committee;
- Pat Kostorous, our Academic Liaison Officer, who worked tirelessly on establishing Faculty caucuses of GFC councillors and was ever sensitive to how issues we dealt with affected members personally;
- Marnie Kramer-Kile, a Member at Large who brought valuable perspectives from nursing and other professional disciplines;
- Val Kinnear, who left to accept the position of Associate Dean in the Bissett School of Business after serving as Treasurer for the fall semester.

Although I have been the spokesperson for the MRFA during the difficult times of the past couple of months, our positions were determined collectively. Written communications went out under my name, but many others contributed, especially Vice-President, Policy, Scott Murray.

Liaison between the Association and senior administration of the University

I met with the President once a month during the year. Scott Murray and I met every two weeks with the Provost and Vice-President, Academic and the Associate Vice-President, Academic to discuss member and MRFA issues. As well, the entire Executive met with these senior administrators once a semester. Topics discussed this semester included budget matters, elimination or reduction of programs, overlaps between the Collective Agreement and academic policies, review of the tenure and promotion processes and criteria, and the MRFA position on applied research and economic diversification, which was developed by the Advocacy Committee as a [press release](#).

The Executive also met with the new Dean of Arts during the fall semester and will meet with the Dean and Associate Dean of the Bissett School of Business at the end of this month.

My relationship with several deans seems to have improved since the previous Provost left.

Grievance Report

We report on grievances to inform members about the number and type that have been initiated during the year and because, in some cases, the knowledge could prevent similar grievances in the future. There were fewer grievances than normal this year, but many member issues were resolved without resorting to the grievance procedure.

Scott Murray and I have met weekly to discuss member issues, as well as other matters such as university policies. These meetings have been very valuable, and they have improved the representation that the Association provides for its members.

Type of Grievance	Outcome	Lessons/Action Required
<p>Concerns regarding sessional reappointment criteria and the definition of accumulated experience, as well as their application in allocation of sessional workload pursuant to Article 4.9 of the Collective Agreement.</p>	<p>Resolved at Step 1 by the department revising the reappointment criteria and the definition of accumulated experience in accordance with the review process required annually by Articles 4.8.2 through 4.8.4. The MRFA was consulted during this review.</p>	<p>A higher level of educational qualifications required by a university can create tension between qualifications and accumulated experience, and this is exacerbated by a shortage of work. The Collective Agreement does not establish an absolute seniority right because Article 4.9.1.2 states, “When all other qualifications are deemed equal, accumulated experience at Mount Royal that is both satisfactory and relevant shall be the determining factor in making a decision”. One can argue that, while qualifications may be equivalent, they can never be exactly equal. But, on the other hand, too great a degree of granularity in differentiating among qualifications introduces its own set of problems. Different workload allocation practices, such as distributing workload equitably amongst all eligible applicants, or filling the workload requests of senior applicants first, are possible. Nevertheless, the method used <u>must</u> be included in the reappointment criteria so that it can be properly considered in the recommendation and approval process outlined in the Collective Agreement. Note: the Dean is responsible for approving the reappointment criteria and the definition of accumulated experience (Article 4.8.4), and the allocation of sessional workload (Article 4.9.4).</p>

<p>Allegations that the Board had failed to maintain a safe workplace, as agreed to in Article 22.2, by not dealing appropriately with incidents of personal harassment.</p>	<p>We were unable to reach a settlement or partial settlement at Step 2. The MRFA Executive Board decided at Step 4, on the advice of our legal counsel, not to advance the grievance to arbitration. However, certain remedies were achieved outside of the grievance process.</p>	<p>The university disputed that personal harassment is grievable under Article 22.2, maintaining that this article applies only to the physical work environment. The Association’s legal counsel asserted that the provincial health and safety legislation is generic enough to justify regulations regarding physiological health and that there are arbitration awards supporting personal harassment being grievable. Had we taken this grievance to arbitration, the university would have argued that the matter was not grievable under our Collective Agreement, and so the Arbitration Board would have had to first rule on whether it was. Our legal counsel thought we likely would have won that, so the grievance could have been heard, but that we likely would have lost the grievance itself. Therefore, we resolved to attempt to strengthen the Collective Agreement by including mental duress and harassment under Article 22.2 in the next round of negotiations.</p>
<p>Redundancy</p>	<p>Two grievances requesting that redundancies be delayed for one year are currently at Step 1.</p>	<p>There is new language about redundancies in the Collective Agreement, and it is only through grievances that we will determine precisely what it means. Examples are: Article 4.16.3, which states that redundancies will not be considered if more than 20% of the annual SICH in an academic unit is taught by sessional faculty unless such employees possess expertise, skills and/or abilities required for the successful delivery of an academic program or service; and Article 4.14.3, which states that, “Before commencing termination of an employee declared redundant, the Board shall make reasonable efforts to redeploy the employee to a faculty position elsewhere in the University for which he/she is qualified.”</p>

MRFA Business

I have reported on the business of the Association in the MRFA Monthly Reports up until January. The remainder of my report summarizes the major MRFA activities from February through April.

The MRFA's Response to the Provincial Budget

With inflationary increases in costs factored in, the unexpected 7.3% reduction in the operating grant from the government was in effect a reduction in funding of almost 12%, or about 5% of the university's budget. Coming on top of the cuts forced upon the university during the past three years, when the funding promised for the third and fourth years of the degrees was not provided and the operating grant was increased by a total of only 2%, the current cut is resulting in a downsizing of the university's operations; some things will no longer be done and others will not be done as well.

The MRFA issued a [budget press release](#) the morning of March 8. This press release and the communications blackout imposed by the university generated numerous requests from the media for interviews and information during the following weeks.

The Executive met later that day and developed the MRFA budget development principles. Immediately after that meeting, I met with the Executive of the Students' Association to identify common ground in dealing with the budget challenges, and to discuss action that we might take to protest the province's funding cuts. I proposed a joint student-faculty protest, ideally in conjunction with students and faculty from other post-secondary institutions in Calgary, and suggested that we also consider a public debate. Unfortunately, the provincial student organizations had been given privileged access to the Minister of Enterprise and Advanced Education, and our students' Executive believed that their interests would be better served through this form of lobbying.

At least partly because of the SAMRU's reluctance to take action, a small group of students formed the Student Empowerment Committee. Mentored by several members of the MRFA Advocacy Committee, this group organized an extremely successful march on Premier Redford's constituency office. As a result of press releases issued by the [MRFA](#) and the students, the march received extensive media coverage. It is considered by CAUT to be a model of what faculty and students can do when they organize collective action.

The [open letter](#) to the citizens of Alberta, requested at the April General Meeting, was finally sent to the Calgary Herald and the Edmonton Journal on May 2, with a request that it be published as an op-ed article. The core message is countering the government's claims that post-secondary institutions can absorb these cuts without harming students. I have since resubmitted it to the Herald, but still have not received a response. The next steps will be to submit the letter to other Alberta newspapers and to prepare an abridged version (250 words instead of 600) to send to the Herald as a letter to the editor.

The [MRFA's response](#) to the original mandate letter was discussed by the Board of Governors and praised by President Docherty, who said it was helpful in convincing the Minister to convert the generic, odious mandate letters into memoranda of understanding that will be agreed to in September.

Programs in which first year admission has been suspended

At a Special Meeting of the General Faculties Council held from 3:00 to 5:45 PM on May 8, a motion to recommend to the Board of Governors that the following programs be suspended:

- University Transfer – Engineering
- Theatre Arts Diploma
- Music Performance Diploma
- Disability Studies Diploma
- Forensic Studies Certificate
- Journalism Certificate
- Advanced Studies in Perinatal and Neonatal Nursing Certificate
- Studies in Aging Certificate

was defeated by a vote of 67 to 3, with no abstentions. It was GFC's proudest moment.

GFC's recommendation is not binding on the Board because, in bicameral governance, the Board of Governors is responsible for budget decisions and the GFC is responsible for academic decisions. GFC's role is to provide the Board with non-budget related advice on these program suspensions, but the Board has an obligation to approve a balanced budget.

The MRFA will recognize the invaluable contributions of the suspended programs to their graduates, to the economy and to our society in conjunction with Attitude Adjustment on Friday, May 17.

Tenure and Promotion Workshops

The Collective Agreement requires that members and alternates serving in their first year on a department Tenure and Promotion Committee or the University Tenure and Promotion Committee attend a tenure and promotion workshop conducted jointly by the MRFA and the University. Because development of Tenure System II was a multi-year process, culminating in approval of the detailed Faculty criteria documents, the workshops have changed every year and so continuing committee members may wish to review the [slides](#) used for the workshops held this February and March.

Members of the TPC must first understand the applicable criteria, types of evidence, and standards and then assess performance based on the evidence in the dossier. Article 10.2.2 of the Collective Agreement states that "Tenure recommendations and decisions shall be based solely on the general criteria in this Article, the Addendum on Teaching, Scholarship and Service, and the detailed criteria recommended by General Faculties Council and approved by the Board of Governors in effect on the date of commencement of appointment, and shall be made in accordance with the Process and Timelines for Tenure System II in effect on the date of commencement of appointment."

The detailed Faculty tenure and promotion criteria documents containing evidence and standards were approved for use in 2011-2012. They have been referred to in the Collective Agreement since 2009-2010, and so are in effect for faculty appointed that year. However, they cannot be



applied retroactively to faculty who started in 2009-2010 or 2010-2011. Tenure and Promotion Committees must be especially careful if their Faculty's document contains quantitative standards.

A department can interpret its Faculty's evidence and standards, but it cannot add new criteria, increase standards, or impose arbitrary conditions. If a department wished to add discipline-specific evidence and standards, they would have to be approved by the Faculty Council and GFC and be added to the Faculty criteria document. They would then be part of the criteria listed in Article 10.2.2, and could be used in tenure recommendations and decisions for faculty appointed after the approval date. In the absence of quantitative standards, there may be a diversity of opinion expressed during the peer review and, if so, this should be captured in the evaluation report produced by the committee.

I also meet with tenurable faculty. In the past, these sessions were for first-year faculty only, but this year they were held under the auspices of the New Faculty Support Program and tenurable faculty of all years were invited. At two well-attended sessions (many were in their fourth year), I reviewed an abridged version of the Tenure and Promotion Committee workshop slides, answered questions, and discussed concerns that members have about the tenure process. Some are feeling considerable stress.

Child Care Needs Survey

As a result of a motion passed at the October General Meeting, an ad hoc MFRA committee was established to develop and administer a revised survey on the needs for child care at Mount Royal University. The committee worked hard at developing a much-improved survey, which it intended to administer shortly after Reading Break. But modified versions for staff and for students still had to be developed from the faculty survey. Then the government dropped its budget bombshell and the group decided it would be better to wait until the fall.

Presidents' Discussion Series

Last summer, Carlton University released the \$15 million donor agreement for a graduate program in political management established in 2010, after fighting access requests by the Canadian Press for almost a year. The agreement revealed that the steering committee had a role in setting the program's budget, in faculty hiring, and in curriculum approvals. The steering committee consisted of two members appointed by the university, two appointed by the donor, and a fifth member, who would be chair, appointed by those four. Preston Manning had been selected as the chair.

Because there have been several agreements recently that did not adequately protect the academic integrity of the university, the fifth event in the Presidents' Discussion Series was an initial discussion about the principles that should govern large private donations and major revenue generation initiatives. President David Docherty and Hope Henderson, Vice-President, University Advancement, attended to discuss faculty concerns. The [notes](#) are posted on the MRFA web site.

The final event in the series was cancelled because of the turmoil caused by the budget cuts.



CAUT Spring Council

I attended CAUT Council from April 25 to 28 as an ACIFA alternate. CAUT's [Get Science Right](#) campaign against the Harper government's continued attack on science and on evidence-based policy making was announced. The [CAUT Analysis of Federal Budget 2013](#) is a related item.

Executive Director, Jim Turk, is retiring at the end of June, 2014. Jim is one of the most articulate spokespersons for post-secondary education in the country. We have invited Jim to speak to us in September. This is tentatively scheduled for a Special Meeting at 3 PM on Tuesday, September 10, at which we also expect to elect a Vice-President, Negotiations.

Scheduling Policy Grievance

The class scheduling policy grievance was filed on December 23, 2010, and it is still outstanding. But I think progress towards achieving better scheduling outcomes is finally being made. The [notes](#) of a meeting that I attended on March 1 are posted with the AGM materials. Subsequently, there was a second meeting to discuss SIS Transfer, which is software that transfers data between the class scheduling system and Banner, and which offers substantial efficiencies over the process currently being used.

Respectfully submitted,
Gerry Cross, MRFA President



Vice-President Negotiations and Negotiating Committee Annual Report
MRFA Annual General Meeting
10 May 2013

For the first time in a decade, the bargaining process took us to mediation. While there was significant progress on a number of issues during the course of negotiations, both parties agreed that further movement on key issues would require the services of a mediator. In August, the Negotiating Committee resumed its work and compiled a list of issues, along with rationales and supporting data, for enhanced mediation. After 3 days of intense bargaining at the end of October, we agreed to a tentative settlement and both parties have since ratified this agreement that covers the period from *July 1, 2012 – June 30, 2014*. Both Negotiating Committees were impressed with the manner in which the mediator, Gary Furlong, was able to focus the conversation on primary reasons for disagreement.

The new Collective Agreement contains two Memoranda of Understanding (MOUs) that must be addressed before the end of the academic year: Intellectual Property and Copyright as well as Benefit Eligibility for Contract Employees.

During the past semester, the new Negotiating Committee has met on a regular basis to discuss the work required for completion of the latest contract. In addition, we continue to identify issues and strategies as we move into a full round of negotiations next year.

As MRFA's delegate on ACIFA's (Alberta Colleges & Institutes Faculties Association) Negotiations Advisory Committee, I attended the second biannual meeting in Leduc this winter while Rafik Kurji acted as my proxy for the November meeting. As I have mentioned previously, even though Mount Royal's interests diverge considerably with respect to some of the Colleges, it is still useful to sit on this committee and gain some insights into other post-secondary institutions. Given the current climate with the Ministry of Enterprise and Advanced Education, this sharing of ideas seems more critical than ever.

Finally, as I step down from this position after three years, I would like to thank each and every member of the Faculty Association for your unwavering support over the past two rounds of negotiations. As a motivating factor, your support cannot be underestimated at the negotiating table; it keeps us up at night, it guides our decisions, and it ultimately empowers us to reach the best settlements possible – thank you.

Respectfully submitted,

David R. Sabiston, VP Negotiations



Vice-President Policy Annual Report
MRFA Annual General Meeting
10 May 2013

The new position of Vice-President Policy was approved at last year's AGM as part of a larger series of Executive Board proposals. These proposals arose from the recommendations of a re-organization subcommittee struck at the beginning of the 2011-2012 academic year to consider changes to the Executive and Standing Committees in order to make the Association more effective. Replacing the position of Second Vice-President, the new Vice-President Policy is responsible for assisting the President in "monitoring proposed changes to University policy which affect the terms and conditions of employment, as specified in the Collective Agreement," and in "advising and supporting members at Step 1 of the grievance procedure." (9.4.3-4 MFRA Bylaws) The organizational subcommittee has continued its work this year, and the Executive is bringing forward proposals for further changes to this position at the 2013 AGM.

One of the rationales for the recasting of this position on the Executive was to explore the possibility of reducing the President's duties and reassigned time to less than full-time, possibly through the evolution of the Vice-President Policy position into a Grievance Officer position. In order to further explore this possibility, and in order to fulfill the current responsibilities of this position, I met with the President weekly in order to discuss and provide advice on faculty-related concerns and issues that either have a bearing on matters of university policy, resulted in or had the potential to result in grievances, or both. These weekly meetings were further supplemented by bi-weekly meetings that the President and I held with the Vice-President Academic and/or the Associate Vice-President Academic – meetings in which Gerry and I presented the senior administration with a wide range of faculty concerns, and discussed possible ways of addressing these concerns. These meetings provided excellent opportunities for the MRFA to work cooperatively with the senior administration in the interests of Association members on a range of important subjects, such as tenure and promotion, contract faculty appointment and reappointment, workload, and, of course, budget.

In contrast to the past few years, in which a large number of important university policies were created or revised, this past year saw a smaller number of policy changes. Nonetheless, as Vice-President Policy I monitored these changes and provided advice to the President and/or the Executive, as appropriate, regarding:

- POL 540 Academic Program Quality Assurance
- POL 541 Cyclical Review of Academic Programs
- POL 550-1 Credit Curriculum Approval Process
- POL 1702 Human Rights Policy

In addition to advising on these policy changes, I contributed in various ways to the ongoing implementation and monitoring of tenure and promotion policies and procedures resulting from the work of both the Appointments, Promotion and Tenure Committee and the University Tenure and Promotion Committee (on which I serve as the MRFA's representative). This included the development of a guide for TPC chairs outlining their responsibilities, resources available to them, and common issues and problems faced by TPC chairs; as well as participating in the Winter semester Tenure



and Promotion Workshop for new TPC members. I also worked to help clarify the ongoing issue of department- and discipline-specific tenure and promotion expectations and standards, as well as working with Marc Schroeder (Member at Large), the President, the APTC chair, and the university's Associate Vice-President Academic in developing a formal review process for the tenure and promotion criteria and procedures. Finally, I serve on the UTPC's Subcommittee on Teaching Evaluation, which is developing recommendations for the revision of how teaching is evaluated at MRU. The committee is to provide a report of its recommendations in Fall 2013.

In order to properly fulfill my responsibility to assist the President in advising and supporting members at Step 1 of the grievance procedure, I attended a CAUT workshop for senior grievance officers in December that was extremely valuable, and has informed my work with the President both in terms of advising him in his management of several grievance related matters, and in developing clearer grievance procedures for the Association. During the President's absence in December I was also required to serve as the Association representative to support and advise faculty in three separate Step 1 grievance meetings with chairs and deans. I also sat on the Association's Grievance Subcommittee in my capacity as the VP Policy. Finally, I joined the President and the Communications Officer in organizing and holding a Workshop on the Grievance Process in January. Intended mainly for departmental communicators but open to all interested faculty, this well-attended workshop was very well received by those in attendance, and has prompted us to hold it again at PD Days on May 16.

Finally, in addition to my participation in Association business through regular attendance at bi-weekly Executive meetings, general meetings, re-organization subcommittee meetings, and Association-sponsored events, I also organized the Nov. 28 President's Discussion Series forum, in which Professors Karim Dharamsi, Van Gough, Marnie Kramer-Kile and Mario Trono engaged in a spirited and very enlightening discussion on "The Value of the Liberal Arts and General Education." Last but not least, I also participated with other members of the Executive in visiting a large of departments in the Fall in order to sound out members regarding issues of concern to them – an activity that I found to be extremely valuable, and which I hope will be a regular part of the work of the MRFA Executive.

As I worked to identify the roles and responsibilities of this new position, I have been privileged to serve with an outstanding group of Executive members who have been indispensable in providing guidance and direction in this transitional period. The Association has been very well served by the contributions of these honest, devoted colleagues – and I sincerely thank them all for their support this year.

In order to ensure continuity with regards to Association business, and with respect to grievance matters in particular, the Executive decided that the terms of the President and the Vice-President Policy should be staggered rather than beginning and ending at the same time, as they currently do. To that end, I have submitted my resignation as Vice-President Policy after serving only one year of a two year term (the President still has one more year on his term).

Respectfully submitted,
Scott Murray, Vice-President Policy



Communications Officer Annual Report
MRFA Annual General Meeting
10 May 2013

In the second year of my term on the executive of the MRFA, I have been actively promoting the Association's work through my duties related to communications. To this end, I have continued to work with the network of Department Communicators, communicating with them throughout the year to ensure the better flow of information to and from the departments across campus. To this end, and via the Communications Committee, which I Chair, I have worked to organize and host two brunches for Department Communicators, as well as a workshop on the grievance process in January, in addition to regular communications.

This year has also marked the first year of the work of the Advocacy Committee, on which I sit by virtue of my role. My work on the Advocacy Committee this year has consisted in liaising with the executive and assisting the work of the Committee to implement the MRFA's Political Action Policy. The Committee has been very active and visible around campus, particularly since the provincial budget came down, when the Committee began helping to draft press releases and to mobilize with students to lobby in support of post-secondary education.

Additionally, I have worked with the Association's Executive Assistant to maintain minutes of MRFA executive meetings, as described in my duties in the Bylaws, and have sat on a variety of MRFA committees. These include the Faculty Centre Management Committee and the Faculty Association Organization Sub-Committee in addition to the Advocacy Committee and the Communications Committee, whose members I would like to thank for their work this year.

Respectfully submitted,
Kit Dobson, Communications Officer



**Treasurer's Annual Report
MRFA Annual General Meeting
10 May 2013**

The Financial Results for the MRFA's Fiscal Year ending on March 31, 2013 are provided below. All budget lines were on target with the Budget approved at the 2012 Annual General Meeting.

In light of the current fiscal context, the MRFA will have to make some adjustments to its budget for 2013-2014. The proposed 2013-2014 budget, to be approved at the May 10, 2013 AGM, is provided in the subsequent pages.

The MRFA had two Treasurer's in the 2012-2013 year:
Valerie Kinnear, Associate Professor, Accounting
June 2012-January 2013

Shiraz Kurji, Associate Professor, Accounting
February 2013-May 2014

MRFA Financial Results, March 31					
	2011-2012	2011-2012	2012-2013	31-Mar	difference
	<u>Budget</u>	<u>ACTUAL</u>	<u>Budget</u>	<u>ACTUAL</u>	
<u>Revenue</u>					
Membership dues - operating	527,000	492,474	540,000	543,073	3,073
Membership dues - renovations	10,000	9,094	0	-	-
Food and beverage sales	25,000	21,039	20,000	24,073	4,073
Professional development	10,000	April/May	10,000	10,000	-
Cleaning allowance	4,500	6,181	6,000	6,358	358
Interest	500	306	500	529	29
Education grants	64,000	64,000	64,000	64,000	-
Part-time Service Honorarium	10,000	10,000	10,000	10,000	-
Social Membership Dues	3,000	3,900	3,000	3,750	750
Associate Member Dues	500	300	500	330	(170)
Total Revenue	654,500	607,293	654,000	662,112	8,112

<u>Expenditures</u>					
Salaries	135,000	123,544	135,000	137,652	2,652
Release/stipends	112,000	112,292	112,000	117,997	5,997
Compensation Total	247,000	235,836	247,000	255,649	8,649

ACIFA Conference attendance	7,000	3,715	7,000	1,341	(5,659)
Books, subscript, courses	2,000	1,773	2,000	1,158	(842)
Ethics Committee Training	3,500	0	2,000	-	(2,000)
Education grants	64,000	64,000	64,000	64,000	(0)
Contract Faculty Service Honoraria	10,000	10,000	10,000	10,000	-
Professional Development TOTAL	86,500	79,488	85,000	76,499	(8,501)
Scholarships	4,500	5,500	6,000	5,500	(500)
Retirement Contributions	1,000	1,084	2,000	1,200	(800)
Gifts for MRFA Service	1,500	600	1,500	1,252	(248)
Compassionate gifts (i.e. flowers)	2,000	1,390	2,000	5,896	3,896
Compassionate fund	20,000	13,218	20,000	2,457	(17,543)
Scholarships and gifts TOTAL	29,000	21,793	31,500	16,305	(15,195)
MRFA Administration/Executive	3,300	3,373	3,300	3,462	162
Political Action and Advocacy	2,000	1,000	5,000	2,318	(2,682)
CAUT Academic Freedom Fund	1,000	1,000	1,000	1,000	-
Travel & Conference	10,000	5,810	14,000	11,749	(2,251)
General Expenses TOTAL	16,300	11,183	23,300	18,529	(4,771)
PD Committee	50,000	40,781	50,000	44,213	(5,787)
PSGC	6,600	8,271	6,600	1,443	(5,157)
Negotiating Committee	6,600	5,796	6,600	2,283	(4,317)
Communications Committee	3,000	2,653	3,000	3,221	221
Social Events Committee	15,000	11,040	15,000	12,839	(2,161)
Other MRFA Committees	1,000	359	1,000	15	(985)
Other events (Dec. party, AGM..)	9,000	8,795	9,000	9,381	381
Committee Expenses TOTAL	91,200	77,695	91,200	73,394	(17,806)
Copier/printing	4,500	4,245	4,500	3,699	(801)
Phone/postage/courier/supplies	4,500	4,540	4,500	4,594	94
Web page / surveys	1,000	1,401	1,500	1,248	(252)
Bank charges	1,200	814	1,200	1,082	(118)
Office Expense TOTAL	11,200	10,999	11,700	10,623	(1,077)

Supplies/maintenance	8,600	5,242	8,600	8,831	231
Food	15,000	12,454	15,000	15,822	822
Liquor	7,500	5,655	7,500	5,559	(1,941)
Friday socials/bar snacks	1,000	710	1,000	802	(198)
Cleaning	2,000	2,211	2,500	3,289	789
Mileage	2,000	2,197	2,000	1,482	(518)
Insurance	2,000	1,791	2,000	1,791	(209)
Faculty Centre TOTAL	38,100	30,260	38,600	37,575	(1,025)
Contingency Fund	22,800	31,646	25,000	12,535	(12,465)
Professional Fees (legal / audit)	18,000	14,981	18,000	19,387	1,387
ACIFA Dues	65,400	62,471	65,400	66,795	1,395
CAUT Dues	8,000	7,444	9,000	8,738	(262)
Amortization	7,000	7,000	7,000	7,000	-
Operational Expenses TOTAL	121,200	135,542	124,400	114,454	(9,946)
Total Expenditures	640,500	602,797	652,700	603,029	(49,671)
Difference	\$14,000	\$4,497	\$1,300	59,083	57,783



Proposed 2013-2014 Budget

MRFA Annual Budget 2013-2014					
	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	<u>Budget</u>	<u>ACTUAL</u>	<u>Budget</u>	<u>ACTUAL</u>	<u>Budget</u>
<u>Revenue</u>		Mar-12			
Membership dues - operating	527,000	492,474	540,000	543,073	518,400
Membership dues - renovations	10,000	9,094	0	-	0
Food and beverage sales	25,000	21,039	20,000	24,073	18,000
Professional development	10,000	April/May	10,000	10,000	10,000
Cleaning allowance	4,500	6,181	6,000	6,358	6,000
Interest	500	306	500	529	500
Education grants	64,000	64,000	64,000	64,000	64,000
Part-time Service Honorarium	10,000	10,000	10,000	10,000	10,000
Social Membership Dues	3,000	3,900	3,000	3,750	3,500
Associate Member Dues	500	300	500	330	500
Total Revenue	654,500	607,293	654,000	662,112	630,900
<u>Expenditures</u>					
Salaries	135,000	123,544	135,000	137,652	140,000
Release/stipends	112,000	112,292	112,000	117,997	124,000
Compensation Total	247,000	235,836	247,000	255,649	264,000
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Ethics Committee Training	3,500	0	2,000	-	2,000
Education grants	64,000	64,000	64,000	64,000	64,000
Contract Faculty Service Honoraria	10,000	10,000	10,000	10,000	10,000
Professional Development TOTAL	86,500	79,488	85,000	76,499	85,000
MRFA Awards					3,500
Scholarships	4,500	5,500	6,000	5,500	6,000
Retirement Contributions	1,000	1,084	2,000	1,200	2,000
Gifts for MRFA Service	1,500	600	1,500	1,252	1,500
Memorial Contributions and Gifts	2,000	1,390	2,000	5,896	5,000
Compassionate fund	20,000	13,218	20,000	2,457	10,000
Scholarships and gifts TOTAL	29,000	21,793	31,500	16,305	28,000

MRFA Administration/Executive	3,300	3,373	3,300	3,462	3,500
Political Action and Advocacy	2,000	1,000	5,000	2,318	5,000
CAUT Academic Freedom Fund	1,000	1,000	1,000	1,000	1,000
Travel & Conference	10,000	5,810	14,000	11,749	12,000
General Expenses TOTAL	16,300	11,183	23,300	18,529	21,500
PD Committee	50,000	40,781	50,000	44,213	40,000
PSGC	6,600	8,271	6,600	1,443	5,000
Negotiating Committee	6,600	5,796	6,600	2,283	6,600
Communications Committee	3,000	2,653	3,000	3,221	2,000
Social Events Committee	15,000	11,040	15,000	12,839	10,000
Other MRFA Committees	1,000	359	1,000	15	1,000
Other events (Dec. party, AGM..)	9,000	8,795	9,000	9,381	7,000
Committee Expenses TOTAL	91,200	77,695	91,200	73,394	71,600
Copier/printing	4,500	4,245	4,500	3,699	4,500
Phone/postage/courier/supplies	4,500	4,540	4,500	4,594	4,500
Web page / surveys	1,000	1,401	1,500	1,248	1,500
Bank charges	1,200	814	1,200	1,082	1,200
Office Expense TOTAL	11,200	10,999	11,700	10,623	11,700
Supplies/maintenance	8,600	5,242	8,600	8,831	6,600
Food	15,000	12,454	15,000	15,822	15,000
Liquor	7,500	5,655	7,500	5,559	6,000
Friday socials/bar snacks	1,000	710	1,000	802	1,000
Cleaning	2,000	2,211	2,500	3,289	3,300
Mileage	2,000	2,197	2,000	1,482	2,000
Insurance	2,000	1,791	2,000	1,791	2,000
Faculty Centre TOTAL	38,100	30,260	38,600	37,575	35,900
Contingency Fund	22,800	31,646	25,000	12,535	13,000
Professional Fees (legal / audit)	18,000	14,981	18,000	19,387	18,000
ACIFA Dues	65,400	62,471	65,400	66,795	65,400
CAUT Dues	8,000	7,444	9,000	8,738	9,000
Amortization	7,000	7,000	7,000	7,000	7,000
Operational Expenses TOTAL	121,200	135,542	124,400	114,454	112,400
Total Expenditures	640,500	602,797	652,700	603,029	630,100
Difference	\$14,000	\$4,497	\$1,300	59,083	\$800



**Academic Liaison Officer's Annual Report
MRFA Annual General Meeting
10 May 2013**

Acknowledgements

I would like to acknowledge and thank outgoing committee members Carlton Osakwe, Al Fedoruk and Janet Monteith for their contributions to ALC during their tenure with the committee. In addition, my two-year term as the Academic Liaison Officer is coming to a close.

I personally would also like to thank the committee for their extra support during my absence due to illness and limited return. In particular, Al Fedoruk needs to be recognized for his role as chair in the Fall and his on-going assistance with the committee in the Winter term. In addition, many thanks to the rest of the MRFA executive for excusing me from several activities and filling in on my behalf.

Activities

Caucus

Early in 2012, the ALC undertook the process of encouraging faculty caucus. While some faculties were already engaging in caucus meetings, not all faculties had done so, and when caucus was occurring, it was typically in response to the GFC agenda package. The ALC recognized the opportunity, through caucus structures, to potentially change the conversations at GFC from limited responses to the agenda to a more fulsome discussion since caucus would allow all GFC members to be informed about issues from all faculties. The intention was for ALC members to facilitate caucus meetings, not only in response to the GFC agenda, but to also have members caucus about any issue related to GFC and bring those issues back to the ALC for discussion. Since all faculties are represented at ALC we could then understand issues from all faculties and highlight items discussed and disseminate back to GFC members.

We recognized this year that caucus meetings are still difficult to attend for many members due to schedules. Therefore, some caucuses are being held on-line using google groups, or via email dialogue. However, we still strongly encourage people to meet face-to-face whenever possible.

Written Question on Process

Because GFC packages arrive only one week prior to a meeting and there is limited time for caucus to meet or GFC councilors to gather input from constituents, the ALC formulated a question related to the need for a more fulsome discussion on agenda items that had far reaching consequences, for example the grading policy. The question essentially asked about voting processes, debate and timing. In particular, we were suggesting that the process be slowed down when there is an agenda item that needs deeper consideration. Attached is the draft written question.

Governance Panel

The President's discussion series started the 2013 Year with a panel discussion on governance. This was held on January 10, 2013. The panel members were David Dockery – MRU president, Phil Warsaba – Enrollemnt Services, Jeff Keshen – Dean of



Arts, Gerry Cross – MRFA President, Pat Kostouros – Academic Liaison Officer. Gerry Cross has addressed this session in his president’s report in January.

Drop-In

ALC held drop-in sessions for GFC councilors throughout the 2012-2013 academic year. These sessions were held Thursday afternoons from 2:30 – 3:30 prior to the GFC meetings. These sessions tended to have a low turnout (2-5 people), however, those who did attend were informed about the issues discussed at the ALC in relation to the GFC package content. A decision was made last year that we would continue with the drop-in sessions until the caucus culture was established. Feedback from the ALC committee members is that caucus still has a low turnout in some areas. Therefore, we will continue with the Thursday drop-in session, for those unable to attend their caucus or while the culture of caucus is still being developed.

GFC Overview

A GFC overview prepared by the Academic Liaison Officer or particular committee members was distributed in the MRFA weekly newsletter. ALC members have been supporting the work of GFC by attending GFC meetings, chairing or organizing caucus meetings and supporting the ALO in preparing the GFC overview.

Meetings

ALC met monthly throughout the year. At the meetings, ALC members identified and shared information on items of wider concern on upcoming GFC, GFC sub-committee, and faculty council agendas. We also discussed ways to support faculty caucus. This year we had a bit more focus on GFC process.

The ALC members plan to participate in the Committee Transition event Aug 30, 2013 and the Committee (Af) fair event May 2rd 2013.

Respectfully submitted by,

Pat Kostouros (in consultation with Al Fedoruk)
Academic Liaison Officer



**Member at Large Annual Report
MRFA Annual General Meeting
10 May 2013**

It has been my pleasure to serve my first year on the MRFA Executive Board, as Member-at-Large elected from the Faculties of Science and Technology, Arts, Teaching and Learning and Student Counselling. In this capacity, I have endeavoured to assist the Executive with the various goals identified in our annual Executive Board Goals statement. Highlights have included:

- conducting a “new faculty outreach”, in which the other Member-at-Large (Marnie Kramer-Kile), and I met individually with new members to the Association;
- helping the Executive to prepare for the upcoming five-year tenure and promotion system review, including the drafting of a review process “green paper”.

Another duty I performed as Member-at-Large has been to serve as Chair of the Bylaws Committee. The committee has been active this year in the review of the Association Bylaws (see the proposed changes in the AGM package), as well as in the updating of various Association policies.

Respectfully submitted,
Marc Schroeder
Member-at-Large



**Member at Large Annual Report
MRFA Annual General Meeting
10 May 2013**

As the Member at Large for the Professional Programs I completed the following activities during the 2012-2013 academic year.

I began the year by attending department meetings for each program with Gerry and other executive members. During these meetings members of the MRFA executive and I provided an opportunity for faculty members to express their concerns and ask questions.

As part of a new initiative myself and the other Member at Large contacted new faculty hired into full-time positions this past year. I contacted each member via email and met with a total of 9 members in person. These meetings provided an opportunity for tenure-track and limited term faculty to ask questions, voice concerns and speak to some of the challenges they have faced since starting their new position at MRU. Topics within these meetings varied due to the fact that our new full time hires were both returning and new faculty. Themes uncovered in these meetings were communicated to the executive. In the future I feel it would be beneficial to include contract faculty in this initiative in order to provide better support to all of our colleagues in the future.

My role on the executive this year also allowed me as a tenure-track faculty member to bring forward concerns and challenges faced by myself and other tenure-track colleagues. Discussions related to tenure-track faculty on hiring committees took place within the general meetings as a result of the new faculty initiative.

This position has the potential to grow in regards to not only its support of our colleagues in the professional programs but also as an advocate for these programs at the MRFA executive level. It also provides a unique and important opportunity for all faculty members to be involved in the MRFA executive.

Respectfully submitted,
Marnie Kramer-Kile
Member-at-Large



Contract Faculty Representative's Annual Report
MRFA Annual General Meeting
10 May 2013

As Contract Member Representative, my role and responsibilities, as outlined in the MRFA bylaws (Article 9.8), are as follows:

- Facilitate communication and contact between the Association and contract members and correspond with Human Resources to ensure that the Contract Faculty Handbook is kept current and readily available;
- Serve on the Negotiating Committee; and
- Perform other duties as assigned by the Executive Board.

This first year of my term has been exciting, and many issues have been addressed over the past several months. The previous representative, Gerard Lucyshyn, met with me shortly after the election to ensure a smooth transition, and I thank him for his thorough discussion of the ongoing issues. Following are some of my activities over these past several months:

- Met with several contract members to discuss specific issues related to contracts and the Collective Agreement
- Updated contract members regarding MRFA issues and issues specific to contract members via email
- Regularly attended and participated in Executive meetings
- Regularly attended and participated in MRFA General and Special meetings
- Attended and participated in joint MRFA and MRSAs interviews of candidates for Dean, Continuing Education and Extension
- Attended and participated in meetings of the Grievance Committee to discuss the grievance policy and procedures
- Attended and participated in the MRFA Grievance Workshop during the fall semester
- Attended and participated in the MRFA Fall Retreat (held in the Faculty Centre)
- Based on the practice instituted under Gerard's tenure, organized and led the newly-named, 'Food for Thought' session for Contract members in January
- Attended and participated in Negotiating Committee meetings
- Attended and participated in the CAUT Forum for Chief Negotiators 2013

During the spring semester, I plan to follow up with Human Resources regarding the Contract Faculty Handbook, as well as participate in the Executive meetings and Negotiating Committee meetings. Next year will be very busy as we head into our negotiations, and I welcome the opportunity to meet with members to discuss issues and concerns. I thank you for the opportunity to serve as Contract Member Representative.

Respectfully submitted,
Brenda Lang
Contract Member Representative



**Faculty Representative to the Board of Governors Annual Report
MRFA Annual General Meeting
10 May 2013**

The Faculty Representative to the Board of Governors, Elaine Mullen, reports to the membership regularly throughout the year. These reports are available online at <http://mrfa.net/content/mru-board-governors>