

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

**Meeting date: February 11, 2011**

**Call to order:** An Executive Board meeting of the MRFA, was held in Mount Royal University, Calgary, Alberta on February 11, 2010. The meeting convened at 12:00pm, President Gerry Cross presiding, and Rod Corbett secretary.

### **Members in attendance:**

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

### **Members not in attendance:**

Rafik Kurji  
David Hyttenrauch

**Approval of minutes:** Deferred

### **Agenda**

Picnic in the Park Donation added as item 7 under New Business

### **Officers' reports:**

President

- Distinguished Administrator Award
  - Gerry is going to talk to HR about setting up a one time award to be given on behalf of the MRFA and MRSSA
- ACIFA Meeting
  - Approved ACIFA Defense fund: target of \$100,000
  - Last year MRFA approved in principle the \$10,000 donation to the charter challenge
    - This has to go back to the membership as an actual approval and will be in the form of a contribution to the Defense fund: best place to do this is at the AGM

### **Unfinished business:**

#### **1. Identification of Outstanding Issues in Draft Ethics Bylaws**

##### Code of Ethics

- Page 10 of the code of ethics. Is there a particular reason why part-time members are separated out from the rest of the document?
  - This section should be removed (and necessary revisions made to accommodate this change)

##### Ethics Procedures

- Typos and grammatical errors
  - Send these to Gerry
- Under Principles pg 1. Why does the support person have to be a

MRFA member?

- We do not want lawyers present
- Third Party Complaint
  - We need to allow third party complaints to support our relations with students and support staff who currently cannot lodge complaints under our bylaws
- Gerry will meet with Sinc to discuss these concerns

## **2. Part time Payroll Update**

- Need to correct this by putting timelines for signing PT contracts in the CA
- Gerry is going to talk to Robin Fisher about this

## **3. Department Visit Action Items**

- Annual reports
  - Accessing deans comments
    - Trevor is working on a solution that will generate these separately and send an e-mail to the member
  - Hosting on the research services website
    - It is no longer on the research services site.
- Daycare
  - Cari will look into this more and it will be brought back for further discussion
- Emergency Response Plan
  - A review and report of the campus was done. Gerry is going to write up a brief report on it in the next President's Report. Gerry will ask if people are interested in more information or sessions.
- Concerning Behavior Committee
  - Brian will be invited to attend the next exec meeting
- ADC Evaluation Concerns
  - Gerry is going to discuss with ADC. It will then be discussed by the MRFA executive and then sent to negotiations.
- Support for Developing Scholarship Plans
  - Trevor is working on this and will discuss with Gerry
- Course Allocations in Part-time Cross Appointments
  - Gerry is attending the Dean's and Chair's meeting on Monday and this is on the agenda
- Ethics Application Process
  - Gerry will talk to Michelle Yeo about this

### **New business:**

#### **1. March General Meeting**

- ACIFA Report (rename)
- Ethics Committee (Moved to April)
- Voting Procedures (Moved to April)

## **2. Appointees to the Vision Statement Review Committee**

- Two volunteers: Ilene Gilborn and Reid Spencer
- Exec to e-mail Gerry the name(s) of a recent hire(1<sup>st</sup> or 2<sup>nd</sup> year) and a Part-time member who have agreed to be on this committee by Tuesday afternoon.

## **3. Appointee to the Legacy Awards Selection Committee**

- As chair of the Ed Grants Committee, Allison MacKenzie will be asked to do this. If Allison cannot do it then Gerry will.

## **4. Review of Criteria Used to Determine Fixed Term Part-time Appointments**

- Some of these appointments were made in a hurried state and without criteria; however, because they did not have the collective agreement on time we just have to live with the outcome. If/when this type of appointment happens again we will ensure that the processes are followed.

## **6. ACIFA Survey Results**

- Question 8. We always refer to our vision statement so the 30% that agree or disagree just do not know
  - There should be an answer category of “do not know”
- Questions 16-18: these were highlighted to Dave Marshall and he is going to inform the board

## **6. Grievance Officer’s Workshop**

- Anything fruitful from discussion on contract academic staff?
  - Gerry will check his notes and send to Gerard
- Librarian issues
  - Revision: “they have many grievable issues”

## **7. Picnic in the Park Donation**

Gerry Moves that the MRFA donate \$500 to picnic in the park  
Seconded Cari  
Vote  
Carried unanimously

**Adjournment:** The meeting was adjourned at 2:06pm.

---

Secretary  
Mount Royal Faculty Association

---

Date of approval