

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

**Meeting date: January 26, 2011**

**Call to order:** An Executive Board meeting of the MRFA, was held in Mount Royal University, Calgary, Alberta on January 26, 2011. The meeting convened at 11:00am, President Gerry Cross presiding, and Rod Corbett secretary.

### **Members in attendance:**

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

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

David Sabiston

### **Agenda**

Payroll category moved to first item of unfinished business

**Approval of minutes:** Motion was made by Gerry Cross, and seconded to approve the minutes of the January 21, 2011 meeting. **Motion carried.**

### **Unfinished business:**

#### **1. Payroll Category for Uof C Law Degree**

Gerry moves THAT, because there are Masters and PhD Law degrees in Canada, the payroll category for the UofC law degree remain at category D

Discussion

Vote

Passed Unanimously

#### **2. Department Visit Action Items**

##### *Accessing Dean's Comments on Annual Reports*

Action: Gerry will talk too Trevor and see if a solution can be agreed upon and taken to Robin

##### *Hosting of Annual Report on the Research Services Website*

Action: Gerry will talk too Trevor and see if a solution can be agreed upon and taken to Robin

- Include the unofficial print out generated for tenure binders
  - For tenurable people the dean could additionally save his comments and print them on letterhead and send them to the members to put in their binders

##### *Guidelines on Overload teaching*

- Workload in consultation with chair: the chair should discuss workload in all dimensions (14.1)

- 14.1 currently called Instructional Workload (had not included service in the CA when this article was agreed to). This article needs to be changed to account for our new work patterns.

Action: Recommendation to be sent to the Negotiating team to revise 14.1 to incorporate all dimensions of workload in this consultation with the chair

#### *FT Faculty teaching labs*

Action: If concerns about this, or other similar departmental issues, are brought forward by a member he/she will be encouraged to try to solve the problem within their department and work to make their department more effective.

#### *Daycare*

- We do not have a say in the costs of daycare here, but we could work to improve access.

Action: Gerry will discuss with Joanne Baxter, Kari Roberts, and Janne Holmgren

- Assuming there is a capacity issue then this will be brought to Dave Marshall
- Dave and the Mount Royal board likely have influence on the Daycare board (which is autonomous from the University)

#### *Part-time Representation on the MRFA*

- Consider this in the general context of representation and will provide a discussion paper for the AGM on a representative council that will advise the executive

Action: in the interim we will emphasize that there are other positions on the Executive Board, besides the Part-time Representative, that are open to Part-time faculty and get release

#### *Statement on Diversity*

- Faculty members expressed hopes that our committee will take a leadership role on this in the university committee

Action: Diversity Committee to report on its progress at the AGM

#### *Lack of Emergency Response Plan and Communication of Concerning Behaviors*

Action: Gerry will talk to Bill Spring and Brian Flemming for an update on both issues.

#### *Banner Prerequisite Checking*

No Action here: Module on order

#### *RFP for Benefits Carrier*

- Our insurance company presents all the offerings from other carriers out there and HR is to select the best package for us. We are invited to participate in this annually.

Action: Gerry will get the details of this process from Heather Haddow so that we can discuss this further.

- CAUT Benefits Trust: this is a cost recovery plan that we can look into

Action: CAUT Benefits Trust to be looked into

## **2. Part Time Payroll Errors**

- To prevent errors in the future, Donna and Gerry are going to develop a planning spreadsheet form that chairs can use and mark which courses are part and not part of the 384 SICH. Once satisfied with the form it will be brought to Robin and he
- Denied Appointment to Continuing Part-time:

- This issue will be solved by reducing the eligibility for Part-time benefits
- Non payment case:
  - Gerry will look into this to see where the delay occurred
- Step 1 Grievance
  - Moved to closed Session
- Error in allocating Fixed Term Part-time appointments
  - Lab instructor given Fixed Term Part-time Appointment when the intent of the Negotiating committees was that these positions be given to Part-time faculty who teach lectures and / or tutorials. This is one example of where having executive informed during negotiations may have helped avoid an error: the executive could have provided a second/fresh set of eyes that may have noted this lack of clarity.

### 3. Eligibility for benefits

David moves that the executive approve the Letter of Understanding pending Gerry being satisfied with its contents prior to signing it.

Amendment: Qasim add details

“...that proposes reducing the requirements for eligibility for benefits (to 96 SICH in Fall/Winter and 48 SICH in Spring/Summer) and that all Part-time faculty members who become eligible as result of this change be notified of their eligibility and asked if they wish to have benefits beginning February 1, 2011. And, that requests the Negotiating Committee to establish this in the collective agreement as soon as it is possible...”

Restated Motion

David moves THAT the MRFA Executive approve the Letter of Understanding that proposes reducing the requirements for eligibility for benefits (to 96 SICH in Fall/Winter and 48 SICH in Spring/Summer), and that all Part-time faculty members who become eligible as result of this change be notified of their eligibility and asked if they wish to have benefits beginning February 1, 2011. Also, that the letter requests the Negotiating Committee to establish this in the Collective Agreement as soon as it is possible. This approval is pending Gerry being satisfied with the letter’s contents prior to signing it.

Vote

Carried unanimously

**Adjournment:** The meeting was adjourned at 1:05pm.

---

Secretary  
Mount Royal Faculty Association

---

Date of approval