

**Mount Royal Faculty Association
Executive Board Meeting
March 4, 2016, 9:00 - 11:00 a.m.**

Minutes

Call to order: An Executive Board meeting of the MRFA, was held at Mount Royal University, Calgary, Alberta on March 4, 2016. The meeting convened at 9:00 am, President, Marc Schroeder, presiding.

Members Present:

David Clemis
Shiraz Kurji
Brenda Lang
Tracy Powell
Brady Killough
Marc Schroeder
Jarett Henderson
Sabrina Reed
Allison MacKenzie
Richard Sutherland

Order of the Day: Guest Candidate for Dean, Faculty of Business and Communications - Paul Varella

Agenda – Approved – All in Favour - Carried

Approval of Minutes – February 26, 2016 - Deferred

New Business

- **Expense Approvals**

- Alberta Speech from the Throne, Edmonton AB March 8, 2016
Discussion ensued on the attendance of member of the committee at the Alberta Speech from the Throne on March 8, 2016 in Edmonton.

Motion: Representatives attend the Alberta Speech from the Throne on March 8, 2016

Moved: Sabrina Reed – Seconded: Brady Killough – All in Favour – Carried

- **CAUT 80th Council Meeting, Ottawa, On April 29 – May 1, 2016**

Discussion ensued on the attendance at the CAUT Council Meeting in Ottawa, ON

Motion: The President attend the CAUT 80th Council Meeting April 28 – May 1, 2016

Moved: Richard Sutherland – Seconded: Tracy Powell – All in Favour – Carried

- **Academic Liasion Committee Vacancies – Deferred**

- **Minister's Visit, Friday March 11, 2016**

- a) Following a discussion it was confirmed that the Minister would be attending the Executive Board at 9:00 – 9:45am and with Brian Pinney to 10:15 am and the

attending the General Meeting 10:15 – 11:00am and the General Meeting to continue to 12:00pm. Jarett confirmed that he will be meeting with the Minister on his arrival and his chief of staff to ensure that he is ushered to the appropriate engagements. It was also confirmed that the SMRU and MRU coalition will be attending as guests for part of the general meeting.

- b) Topics for Executive Board Meeting with the Minister – Topics discussed:
- Board member appointments, process and short list (where does it go)
 - Public assisted funding
 - University autonomy
 - Advocacy goals
 - Changes to post secondary learning act
 - Board designate as to academic staff
 - Stable funding model
 - Budget timing
 - Separating operating grants vs disappropriate funding between full and part time faculty staff
 - Suggestion to prioritize the list, the President suggested that a prioritized list be submitted to the Minister ahead of time.
- The President will compile a list and forward via email for reply or suggestions before the meeting.

- **Preliminary Discussion of Association Organization**

The President distributed notes for discussion and noted that a final report had not been previously provided. The following topics were reviewed:

1. Objective Perspective
2. Functional Perspective
3. Elements
4. To Consider (Analysis required)

Structural Perspective

1. To Consider
 - Governance vs. Operations
 - Role of Executive Board
 - Staff Roles
 - Reassigned time and remuneration
 - Dues, budget and resource allocation
 - Key documents and management
 - Physical resources/Faculty Centre
 - Committee structures
 - Events and workflow process

- **Miscellaneous**

- CAUT resources – workshop on building an effective association
- Review employment standards code
- Staff positions – executive director position possible – need to look at the existing positions- specifically the current Executive Assistant position and budgeting implications thereof – tweaking....
- Equity considerations
- OHSF – there is a gap in this area
- Succession planning
- Member engagement
- Anti spam responses
- Annual schedule for key metrics – ie: staffing issue, record keeping

-Strike lockout fund – currently have contingency fund but not enough for a strike lockout fund if necessary but should be looked at.

Following the review and discussion, the President noted that he would update the list with any suggestions and forward to the committee. One way forward is to strike an ad hoc of the executive committee if necessary, further noting that any changes would take a year to review. A suggestion to have a budget for any changes was tabled.

10:05am – Paul Varella joined the meeting.

Introductions were made by Mr. Varella and the Executive Board Members.

Discussion and interview questions ensued.

10:40am – Mr. Varella left the meeting

Debrief on Candidate – Following a brief discussion it was agreed that Mr. Varella would make a good candidate for Dean and that he was very involved in his teaching profession to be his best in the class as well as the organization.

Adjourned: The Meeting adjourned at 11:00am.

Communications Officer,
Mount Royal Faculty Association

Date of approval