

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

**Meeting date: September 18, 2015**

**Call to order:** An Executive Board meeting of the MRFA, was held in Mount Royal University, Calgary, Alberta on September 18, 2015. The meeting convened at 12:00pm, President, Marc Schroeder, presiding

### **Members Present**

Brady Killough  
Brenda Lang  
Marc Schroeder

Jarett Henderson  
Richard Sutherland  
Sabrina Reed  
Allison MacKenzie

Shiraz Kurji  
Tracy Powell

### **Members not present:**

David Clemis

### **Agenda**

Added to New Business Discussion of eSEIs & Honorary MRFA Membership

### **Approval of Minutes**

Motion was made by Marc Schroeder to approve the minutes of the September 1, 2015 meeting. Motion Carried

### **Business Arising**

1. Appointment to the Advocacy Committee  
Motion THAT the MRFA Executive Board appoint Jessie Loyer to the MRFA advocacy Committee till spring 2016.  
Moved: Jarett Henderson  
Seconded: Brenda Lang  
Vote  
Carried Unanimously

### **New Business**

1. Consultation on Draft MRU Revised Scheduling Policy  
The MRFA could comment on draft policies without direction from the membership if the policy affects matters related to the MRFA's mandate. So, if the changes to the Academic Scheduling policy affect members' workload, the MRFA could comment on this. Sabrina will draft a response to this, including mention of problems with the Policy Approval Process, and circulate it to the Executive Board.
2. Advocacy Goals  
Motion THAT the MRFA Executive Board approve the 2015-2016 Advocacy Goals for Recommendation to the Membership at the September 2015 General Meeting.  
Moved: Jarett Henderson  
Seconded: Richard Sutherland  
Vote  
Carried Unanimously
3. September General Meeting Agenda  
Agenda reviewed and revised
4. Ad Hoc Hiring Committee Recommendations - Interim Executive Assistant
  - a. Job Description  
Some responsibilities have been removed.
  - b. Approval of Grid Placement  
Step 16 of the MRSA grid with placement dependent on prior related experience.  
  
Motion THAT the MRFA Executive Board approve the Job Description and the Recommended Grid Placement for the Interim Executive Assistant.

Moved Marc Schroder  
Seconded: Brenda Lang  
Discussion  
Vote  
Carried Unanimously

5. Appointments

a. Ad hoc Contract Faculty Advisory Committee

Motion THAT the MRFA Executive Board appoint Patrick Perri to the Ad hoc Contract Faculty Advisory Committee

Moved: Brenda Lang  
Seconded: Sabrina Reed  
Discussion  
Vote  
Carried Unanimously

b. MRU Transportation Advisory Committee

Motion THAT the MRFA Executive Board appoint Brenda Lang to the Transportation Advisory Committee till spring 2016

Moved: Brady Killough  
Seconded: Sabrina Reed  
Vote  
Carried Unanimously

6. Approval of SEC Sponsorship Request

Motion THAT the MRFA Executive Board cover the cost of two cases of wine for the October 2 Tenure, Promotion and Awards Celebration.

Moved: Tracy Powell  
Seconded: Allison MacKenzie  
Vote  
Carried Unanimously

7. Revisions to the Policies and Procedures Manual

a. Removal of the Leaving Bonus (for information)

b. Revision of retirement gift policy (For information)

c. Approval of Changes to Political Activity Policy

Motion THAT the MRFA Executive Board approve the changes made to the MRFA Political Activity Policy.

Moved: Marc Schroeder  
Seconded: Jarett Henderson  
Discussion

Motion to amend: Remove “unless by resolution of the membership” in point 1.

Moved: Allison MacKenzie  
Seconded: Brenda Lang  
Discussion

Motion withdrawn

Vote on main motion  
Carried Unanimously

d. Approval of Changes to Communications Policy

Motion THAT the MRFA Executive Board approve the changes made to the MRFA Communications Policy

Moved: Marc Schroeder  
Seconded: Allison MacKenzie  
Vote

Carried Unanimously

8. Approval of Updated Advocacy Committee Charter  
Motion THAT the MRFA Executive Board approve the changes made to the MRFA Advocacy Committee Charter as amended  
Moved: Marc Schroeder  
Seconded: Jarett Henderson  
Vote  
Carried Unanimously
  
9. Approval of Social Membership - Michael Quinn  
Motion THAT the MRFA Executive Board approve Michael Quinn's request for an MRFA Social Membership  
Moved: Sabrina Reed  
Seconded: Shiraz Kurji  
Vote  
Carried Unanimously
  
10. Reports from Administration
  - a. 2015-16 Salary Supplements  
The total number of supplements have decreased; however, this process still lacks transparency. We will continue to work on improving transparency in the allocation of market supplements through policy and negotiations.
  
  - b. 2015-16 Sabbatical Leave Summary  
Remaining funds were reallocated to FDC budgets in accordance with the Collective Agreement. Based on the number of sabbaticals awarded, there seem to be sufficient funds available to provide more sabbaticals annually.
  
11. Topics for Meeting with David Docherty  
Topics considered. Additional topics to be sent to Chantelle and Marc.
  
12. Discussion of eSEIs as they relate to the Collective Agreement  
We will inform the Provost of the Collective Agreement articles being violated and we will initiate a grievance if this is not corrected.
  
13. Honorary MRFA Membership  
Motion THAT the MRFA Executive Board recommend that the membership grant Honorary Membership to Darlene Windrem at the September General Meeting.  
Moved: Shiraz Kurji  
Seconded: Allison MacKenzie  
Discussion  
Vote  
Carried Unanimously

### **In Camera Session Grievance and Other Reports**

Vice President Policy and Senior Grievance Officer's Report  
President's Report

### **Officer's Reports**

President's Report

1. Letter of Understanding Regarding Promotion Committees  
The LoU addresses concerns related to the reorganization of Academic Affairs as it relates to Promotion Committees and Processes.

2. Upcoming CAUT Workshops
  - a. New Activists Workshop  
Motion THAT the MRFA exec authorize a delegate to the New Activists Workshop  
Moved: Shiraz Kurji  
Seconded: Richard Sutherland  
Discussion  
Vote  
Carried Unanimously
  - b. Senior Grievance Officer's Workshop  
Deferred
3. Updates:
  - a. VP SACL and VP UA Search Committees  
Deferred
  - b. Tenure and Promotion Training Workshops  
Deferred
  - c. Tenure and Promotion Review Steering Committee  
Deferred
  - d. Code of Conduct Policy  
The MRFA will work to encourage the Board of Governors to refer this policy back for revision.
  - e. Other  
Improvements need to be made to the Policy Approval Process
4. Institute for Community Prosperity "Strategy Roadmap"  
Deferred

Treasurer's Report  
Deferred

**Adjournment:** The meeting was adjourned at 2:15pm.

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Communications Officer,  
Mount Royal Faculty Association

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Date of approval