COMMITTEE CHARTER

Committee:	ad hoc Contract Faculty Advisory Committee
Committee Sponsor:	Mount Royal Faculty Association
Date Last Revised:	January 21, 2015

Rationale
The Mount Royal Faculty Association, its Executive Board and various standing committees represent the interests of all members of the Association. However, with limited involvement from contract faculty, certain concerns and / or opportunities specifically related to contract faculty may be overlooked.

Mandate
To review the Contract Faculty Task Force Report and recommend action on any outstanding items, and to recommend to the MRFA's Executive Board and standing committees, as appropriate, specific action which could be undertaken to improve MRFA services for and engagement of Contract faculty.

Authority
The Contract Faculty Advisory Committee is an ad hoc committee of the Mount Royal Faculty Association. The committee is advisory to the Executive Board and other standing committees of the Association as appropriate.

Membership
The ad hoc Contract Faculty Advisory Committee shall consist of six (6) Contract Members of the Association, including the Contract Faculty Representative who shall be Chair, to be appointed by the Executive Board. Membership on the committee shall be representative of the diversity within the Contract Faculty cohort at MRU.

Meetings
Meetings of the Contract Faculty Advisory Committee shall be called as required by the chair. Quorum shall be four members of the committee, including the chair or designee.

Expected Activities
The Contract Faculty Advisory Committee shall

- Review the Report from the Contract Faculty Task Force and advise the MRFA Executive Board on outstanding items
- Review the results of the 2014 Contract Faculty Survey and advise appropriate MRFA committees on potential improvements
- Work with the Communications Committee to determine possible improvements in communications with contract faculty
- Provide any other recommendations related to MRFA Bylaws and Policies and Procedures as appropriate

Resources
Administrative support will be provided by the MRFA Executive Assistant. The Committee does not have a budget though it may engage other groups to fund its initiatives.