



Minutes of the Mount Royal Faculty Association
Meeting date: September 21, 2018

Call to order: An Executive Board meeting of the MRFA was held in Mount Royal University, Calgary, Alberta on September 21, 2018. The meeting convened at 11:30am, President, Melanie Peacock, presiding

Members Present:

Allison Mackenzie
Brady Killough
Brenda Lang
David Clemis
Jennifer Solinas
Lee Easton

Marc Schroeder (at 12:00pm)
Melanie Peacock
Michael Truscello
Rafik Kurji
Absent with Regrets
Guy Obrecht

Approval of Agenda - Approved

Approval of Minutes

Motion was made by Melanie Peacock to approve the minutes of the September 5, 2018 Executive Board meeting. Motion Carried.

Unfinished Business

1. Appointments

a. Academic Liaison Committee – Deferred

b. Nominations Committee

Motion THAT the Executive Board appoint Roberta Lexier to the MRFA Nominations Committee pending her acceptance of the position.

Moved: Lee Easton

Seconded: Allison Mackenzie

Vote – Carried Unanimously

c. Professional Development Committee

Motion THAT the Executive Board appoint Christina Tortorelli to the MRFA Professional Development Committee for a one year term expiring June 2019.

Moved: Allison Mackenzie

Seconded: Brenda Lang

Vote – Carried Unanimously

d. Department Communicator for Languages

Motion THAT the Executive Board appoint Maria Jesus-Plaza to serve as department communicator for Languages - term expiring June 2019.

Moved: Brenda Lang

Seconded: Allison Mackenzie

Vote – Carried Unanimously

e. Job Action Committee

i. One department communicator

Motion THAT the Executive Board appoint Jonathan Mee to the ad hoc Job Action Committee

Moved: Brenda Lang

Seconded: Allison Mackenzie

Vote – Carried Unanimously

ii. One contract member

Motion THAT the Executive Board appoint Stephen Sit to serve on the ad hoc Job Action Committee.

Moved: Melanie Peacock



Seconded: Rafik Kurji
Vote – Carried Unanimously

Business Arising

1. Update on JDEC and Meeting with Stephanie Stone
The recently announced committee is meant to advise Stephanie Stone on university wide issues: its mandate does not duplicate the expectations of the Joint Diversity and Equity Committee. With recent commitments from senior administrators, the expectation is that work on a pay equity study will proceed this year. JDEC will monitor progress on this and will request Association support if needed.
2. MRFA Appointment to Academic Director Selection Committee.
Motion THAT the Executive Board appoint Luciano Santos to the hiring committee for an Academic Director of ADC.
Moved: Melanie Peacock
Seconded: Jennifer Solinas
Discussion
Vote – Carried Unanimously
3. Expense Approval relating to Job Action Plan Budget
The Job Action Plan was revised and immediate cost implications will be considered for approval by the Executive Board at the first meeting January if needed.
4. Final Preparations for the September Regular Meeting
The agenda was reviewed and confirmed.

New Business

1. Hiring Approval – Permanent Part Time Administrative Assistant
 - a. Contract - Reviewed and Accepted
 - b. Offer Letter - Reviewed and AcceptedMotion THAT the Executive Board offer the Permanent Part time Administrative Assistant position (Monday – Friday 12:00 – 5:00pm) to Louise Hopkin.
Moved: Melanie Peacock
Seconded: Allison Mackenzie
Vote – Carried Unanimously
2. Labour Relations Officer Position - Approval of Job Description, Salary Grid, Job Posting and Related Expenses
Motion THAT the Executive Board approve the Labour Relations Officer job description, posting and salary grid as amended as well as related reasonable and required expenses incurred throughout the search and interview process.
Moved: Melanie Peacock
Seconded: Lee Easton
Discussion
Vote – Carried Unanimously
3. Retreat Agenda
Additions to the agenda are to be submitted to Chantelle by September 24
4. Approval of Sending a member to the CAUT New Activists Workshop
Motion THAT the Executive Board approve travel expenses for Kimberly Williams to attend the CAUT New Activists Workshop and CAUT Council as an observer.
Moved: Brenda Lang
Seconded: Lee Easton
Discussion
Vote – Carried Unanimously

In Camera Session

President's Report

The Executive Board will strike a hiring committee in January for a temporary employee to fill in while Chantelle Anderson is on Maternity Leave.

Grievance Report (Vice-President, Policy and Senior Grievance Officer)

Motion THAT the Executive Board initiate a step 2 grievance on the interpretation of the grievance process.

Moved: Lee Easton

Seconded: Melanie Peacock

Vote – Carried Unanimously

Motion THAT the question of the five step 2 grievances moving to step 1 be considered by the Grievance Committee with advice to the President on the best way forward.

Moved: Lee Easton

Seconded: Jennifer Solinas

Point of information: Since these are at step 2, in our opinion, the grievance committee may already provide advice the President on how to best resolve the grievances.

Vote – Carried Unanimously

Officer's Reports

Treasurer's Report

1. CAUT Data on University and College Financial Reports
Deferred

Announcements

September 27, 3:00 - 5:00 - MRFA Regular Meeting - I-115

October 4, 4:00 – 6:00 - Wine and Cheese Contract Social - Faculty Centre

For Information

Committee Minutes

- Administrative Assistant Search Committee Meeting
- Labour Relations Officer Search Committee Meeting
- Professional Standards and Ethics Committee Meeting (Sept 7 and Sept 14)
- Professional Development Committee Meeting
- Communications Committee Meeting
- Advocacy Committee Meeting

Adjournment: The meeting was adjourned at 11:40am.

Communications Officer, MRFA

Date of approval