



**Mount Royal Faculty Association
Executive Board Meeting
May 9, 2019
Minutes with Notes**

Call to Order: An Executive Board meeting of the MRFA was held in the Mount Royal University, Calgary, Alberta on May 9, 2019. The meeting convened at 3:00 p.m. in Room 1 of the Faculty Centre. President, Melanie Peacock, presiding.

Attendees:

Allison MacKenzie
Brady Killough
Brenda Lang
David Clemis (3-3:30 p.m.)
Derrick Antson (MRFA Staff)
Guy Obrecht

Lee Easton
Megan Lalonde
Melanie Peacock
Rafik Kurji

Absent with regrets:

Michael Truscello

Approval of Agenda

Moved: Melanie Peacock and Seconded: Rafik Kurji

Approval of Minutes

Motion THAT the minutes from the April 25, 2019, MRFA Executive meeting be approved as presented.

Moved: Melanie Peacock and Seconded: Megan Lalonde

Unfinished Business

1. Nominations for Executive Positions and DEC Chair/Voting Timelines.
 - a. Special Meeting / By-election by September 12, 2019
Propose Bylaw change to 31 days. Current 13.2.3.2 Executive Vacancy:
Conduct a by-election at a Special meeting called for that Purpose, or as part of the general election at the Annual General Meeting, within twenty (20) working days of the vacancy occurring for a position with six (6) months or more remaining in the term of office.
 - b. September 27, 2019, Regular Meeting Scheduled
 - c. Vacant committee positions can be filled via appointment.

Motion THAT Bylaws 13.2.3.2. be amended to:

Executive Vacancy: Conduct a by-election at a Special Meeting called for that purpose at the next scheduled Regular MRFA meeting, or as part of the general election at the Annual General Meeting, whichever occurs sooner, for a position with six (6) months or more remaining in the term of office.

Moved by: Melanie Peacock and Seconded: Brenda Lang

Discussion: Too risky to change Bylaws. May be times when a special meeting for purposes of filling a vacant MRFA Executive position needs to occur within 20 working days of position being vacant. Not prudent to change bylaws due to the exceptional circumstances (i.e. two Executive positions and DEC Chair) not going to be filled at election at 2019 AGM.

Motion Not Carried

Discussion: Better to make a motion to suspend bylaw and make a motion to hold special in conjunction with the regular meeting on September 27, 2019.

Motion THAT Bylaw 13.2.3.2 be suspended.

Motion THAT a special election be held before the MRFA regular meeting scheduled for September 27, 2019, for the purposes of holding a by-election. (By-election for Advocacy Officer, Academic Liaison Officer and DEC Chair.)

Moved by: Lee Easton and Seconded: Allison MacKenzie

Motion Carried

NOTE: If passed at tomorrow's AGM, result will be that a Special Meeting be called for the purpose of a By-Election to be held just before the MRFA Regular Meeting on September 27, 2019, to fill two Executive positions (Advocacy Officer and Academic Liaison Officer) and DEC Chair.

Discussion pertaining to potential problems with achieving quorum when all Executive Board positions are not filled. Decision to leave Bylaw 8.3.4 (Quorum for meeting of the Executive Board shall be six (6) voting members) as is and to use technology (phone, Skype, Facetime) when required to ensure quorum is achieved at MRFA Executive Board meetings. We will track any issues that arise next year and if these occur, will revisit Bylaw 8.3.4 and discuss amending.

2. MRFA Annual General Meeting: Updates, details pending.
All plans for the AGM (tomorrow) have been finalized. Voting tables will set up and catering arrangements have been finalized. Melanie and Irene will arrive early to check on technology, microphones, PowerPoint slides, etc.
3. Update from Communications Committee
2019 census indicated that e-mail is preferred method of communication, second method of preferred communication is weekly e-mails. Meetings was third choice. Printed version of News to Use is not valued. *News to Use* will continue to be distributed twice in the fall and twice in the winter but will be placed online at the MRFA website. Emailed newsletter will move to bi-weekly and will only contain news from MRFA, CAFA, and CAUT. It will be renamed as the *MRFA Bulletin*.
Discussion that the newsletter should continue to be sent out weekly.

Friday, August 23, 2019, 9:00 – 11:00: Orientation for Department Liaisons.

4. Hiring Committee Update: Vice-Provost and AVP Academic
Process is ongoing and public presentations from two candidates have been announced and scheduled.

Business Arising

1. Meeting Request from HR: Potential Changes to Benefits Program
HR has requested to meet with MRFA Exec to discuss potential changes to benefits program. Meeting will take place on Monday, May 13, 2019, from 2:00 – 3:00 p.m. in FC Room 1.
2. Discussion of Committee Appointments for 2019/2020.
Some committee positions are not required to be filled via election. Melanie presented an overview of these positions and a call for expressions of interest will be sent to members via e-mail after the AGM.

3. Clarification of Release Time for MRFA President.
Based upon unclear, and potentially contradictory wording, within the CA and the MRFA Bylaws, different options were reviewed. As a next step, in the next round of bargaining, the CA wording will have to be amended.

Item to be brought forward to next MRFA Executive Board meeting.

4. Lancaster House: Bargaining in the Public Sector Conference (October 22, 2019, in Edmonton).
A spot in this session has been booked.
Motion THAT Derrick Antson attend the October 22, 2019 training.
Moved by: Lee Easton and Seconded: Brenda Lang
Discussion: Review potential to send a second person to this valuable training session.
Motion Carried.

5. Letter to MRU Pension and Benefits Regarding PD and HSA for Members
\$245 (approximately) should be added to PD allotments. Anticipate it will show up on leave balances by next week. HSA funds have been allocated/added.

6. Update Regarding Availability of New CA
Draft of new collective agreement is being reviewed. It will be signed after this review is completed. It will then be posted online and made available to members. As previously discussed, 100 printed copies will be available in the FC offices. Anticipate that the new collective agreement will be online at the beginning of June. Committee reviewing workload averages is planning to meet. PEC and HR CA orientation meeting is being scheduled.

CAUT collective bargaining debrief scheduled for next week.

After the AGM, Derrick will schedule a long-term bargaining goals committee meeting.

7. Application to CAUT Defence Fund
Melanie spoke to Jeff McKeil at the recent CAUT Council. A decision regarding our letter of application for reimbursement of mediation expenses is expected within the next month.

In Camera Session

Negotiations Report (Vice-President, Negotiations)

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

President's Report

- Academic Freedom
- Staff Review

New Business

President's Report

1. Meeting with Tim Rahilly
First meeting with new MRU President took place earlier today. Meeting was very productive and positive. A good, collaborative tone has been set.



2. 2018/2019 Compassionate Fund Report (att.)
As required within the MRFA Bylaws, a report summarizing expenditures from the Compassionate Fund (2018/2019 budget year) was presented to the executive team.

For Information

The Executive Board was provided with copies of the Minutes from the Diversity and Equity Committee (March 22, 2019), Faculty Centre Management Committee Minutes (April 12, 2019), Professional Standards and Ethics Committee (April 16, 2019), Advocacy Committee Minutes (April 18, 2019) and Communications Committee Minutes (May 3, 2019)

Motion THAT the meeting be adjourned: Rafik Kurji and Seconded: Megan Lalonde

Meeting Adjourned at 5:00 p.m.

Communications Officer, MRFA

Date of Approval