



**Minutes of the Mount Royal Faculty Association**  
**Meeting Date: September 6, 2019**

**Call to order:** An Executive Board meeting of the MRFA was held in Mount Royal University, Calgary, Alberta on September 6, 2019. The meeting convened at 11:00 a.m., President, Melanie Peacock, presiding.

**Members Present:**

Anupam Das  
Brenda Lang  
Heather McLellan  
Melanie Peacock

Rafik Kurji

**Member Absent with Regrets**

Megan Lalonde

**Approval of Agenda - Approved**

Moved: Anupam Das  
Seconded Heather McLellan  
Motion carried

Motion THAT the following changes to the Agenda be made: Item #9 – add a sub point, Email to Rational Space Network; also add to New Business - Change under President’s Report to add Item C: McKinnon Report and Point 5 – Questions about Committee Reports, Point 6 – Meeting with Tim and Leslie updates and Point 7 – Review and approval of Ad Hoc Bargaining Communications Committee Charter.

**All in Favour to Amend Agenda**

**Passed**

**Approval of Minutes**

Motion was made by Melanie Peacock to approve the minutes of the August 23, 2019 Executive Board meeting.

Moved: Brenda Lang  
Seconded: Anupam Das  
Motion Carried

**Unfinished Business:**

Motion to propose a change to the bylaws that quorum for the Executive Board meetings be changed to five (5) voting members. Executive Board members agreed that this will be presented to members at the special meeting on September 27, 2019.

Special and Regular Meeting: September 27, 2019

- a. Agendas were reviewed, discussed and accepted as is by the Executive Board.
- b. Process for the by-election, bylaws amendments and presentation from the Negotiations Committee was discussed.
  - i. There was only one nomination form received to date; the Executive Board was encouraged to reach out to colleagues with regards to various committee positions to be filled.
- c. An update was provided to the Executive Board with regards to expressions of interest and these submissions were reviewed and discussed by the Executive Board.

The Executive Board appointed Micheline Maylor from the Faculty of Arts for the position of Academic Liaison Committee, 1-year term.

The Executive Board appointed Maria Banco from Faculty of Psychology to the position of Daycare Advisory Board for a 1-year term.

The Executive Board appointed Stepanie Zettel from Faculty of Nursing to the position of MRU Joint Occupational Health and Safety Committee for a 2-year term.

The Executive Board appointed Eniko Kapocsi-Kiss to a position on the Collective Bargaining Advisory Committee.

- d. Food Services Working Group: Brian Traynor was appointed as the MRFA representative for the Food Services Working Group for Fall 2019.
2. Bob Uttl will be invited to the next Executive Board meeting on September 20 to report on the FEC work over the past academic year and plans for the upcoming year's work.
3. Personalized learning initiative, the Executive Board will continue to monitor this.  
**Deferred**
4. Joint OH&S Committee, cameras on campus and sharing committee information with members: These will continue to be monitored; these items will be removed from the agenda until updates are available.
5. Collective Agreement 2018 – 2020: Collective Agreements have been distributed. Copies are in the MRFA Office for members to pick up.
6. JDEC: There is a meeting scheduled and an update will be provided to the Executive Board. **Deferred**
7. Once the updated members' lists are available, the Communications Committee will perform an audit of the MRFA closed Facebook page membership.
8. Creating a safe and welcoming Faculty Centre environment is crucial to ensuring that all members feel safe and welcome in the Faculty Centre.
  - a. The Communications Committee will coordinate a guest sign-in sheet to ensure adherence to the Policies and Procedures.
  - b. There will be an email sent to the Rational Space Network related to the Faculty Centre booking policies.
  - c. The Communications Committee will review the Policies and Procedures relating to Faculty Centre use. The Committee will prepare signage/posters related to the Faculty Centre use policies, which will be posted on the Faculty Centre Door and at the kitchen service counter.

### **In Camera Session:**

Negotiations Report, Grievance Report and President's Report

The Negotiating Committee quorum has been officially changed to three (3) committee members.

### **Out of Camera:**

### **New Business**

#### 1. President's Report

- a) Advocacy work: CAUT election toolkit - **Deferred**
  - a. The CAUT Election Toolkit was provided to the Executive Board for their review and discussion.
  - b) Clarification of the term, "Employee" was sought by a member. This term is clearly defined in the Collective Agreement.
  - c) Issues related to the McKinnon Report were discussed. Pages 39 to 50 of this report should be read, with Items 7 to 12 being of particular importance to the MRFA.

#### 2. An update was provided by the Communications Officer.

The "News to Use" publication will utilize a digital platform (BEE - Best Email Editor) going forward. The cost of the software (~\$15/month) falls within the committee's budget and likely does not exceed the previous cost of printing copies for all members. it falls within the budget.

The Department Liaisons training session on Oct. 16 will incorporate role playing scenarios. Executive Board members are welcome to attend and are to let Irene or Robert know for the breakfast count.

The Communications Committee has had on its agenda to discuss member mapping per the CAUT Member Engagement Workshop. This item will be removed pending direction from the Executive Board.

3. The Executive Board was informed about the NDP Budget Town Hall being held on October 5, 2019, in case they want to attend. [Registration](#) is required.
4. The CAUT Advocacy Workshop (<https://www.caut.ca/event/advocacy-2020>) being held on September 20 - 21, 2019, will not be attended by any member of the Executive Board in the absence of an Advocacy Officer.
5. Questions about Committee Reports  
PDC – Academic Freedom – why is this not being considered for a winter topic. Chair of PD Committee will be speaking with David Robertson at CAUT regarding CAUT hosting an academic freedom session in the winter.

FCMC – Issue related to FC doors being left unlocked. Talk to Security to ensure the doors are locked after cleaning is done throughout the summer months.



6. Meetings with Tim and Leslie will take place with Melanie and alternating members of the Executive.

7. Review and approval of Ad Hoc Bargaining Communications Committee Charter. Feedback has been provided by the LRO and Negotiating Committee. With one correction noted, the Charter will be amended and placed in Filehold.

**For Information**

The Executive Board was provided with a copy of the Professional Development Committee Minutes from August 21, 2019, a copy of the Communications Committee Minutes from August 26, 2019, a copy of the Social Events Committee Minutes from August 28, 2019, and a copy of the Faculty Centre Management Committee Minutes from August 28, 2019.

**Meeting Adjourned at 1:00 p.m.**

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Communications Officer, MRFA

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Date of Approval