



**Mount Royal Faculty Association
Executive Board Meeting - Minutes
March 13, 2020 3:00 – 5:00 p.m. (Via Zoom)**

Members Present

Anupam Das
Brenda Lang
Carlton Osakwe
Frank Cotea
Megan Lalonde

Melanie Peacock
Rafik Kurji
Richard Erlendson
Absent with Regrets:
Heather McLellan

Approval of Agenda – Approved (Moved: Melanie Peacock and Seconded: Anupam Das)

Approval of Minutes from February 21, 2020 MRFA Executive Board meeting – Approved (Moved: Melanie Peacock and Seconded: Brenda Lang)

Business Arising: (30 minutes)

1. COVID-19: response plan and upcoming strategies
 - a. Conversations with Management: Update from Melanie
Melanie has been reviewing updates from across Canada and from MRU and has been responding to numerous members' communications about this matter.
 - b. Class closures: communication from members
Though the university has not yet cancelled classes, some members concerned about their health and safety are moving classes online independently. This **may be** in in line with the Collective Agreement, Article 22 and members have indicated reliance on this Article when planning to move to alternate delivery. However, members who abandon their positions could face discipline.
 - c. Meetings
Motion THAT all MRFA meetings be held online for the next two weeks.
Moved: Melanie Peacock, and Seconded: Rafik Kurji
Discussion
Vote – Carried Unanimously

Motion THAT Attitude adjustment be cancelled, that the faculty centre be closed and locked, and that all upcoming events and bookings be cancelled or moved online until further notice.
Moved: Melanie Peacock, and Seconded: Rafik Kurji
Discussion
Vote – Carried Unanimously
 - d. MRFA events
 - i. Social/FC access
The Faculty Centre will be closed until further notice.
 - ii. Committees
Committee events are to be rescheduled and meetings moved online.
 - iii. PD Retreat
Motion THAT the MRFA Executive Board officially cancel the Spring Retreat scheduled for April 27-28, 2020.
Moved: Melanie Peacock and Seconded: Megan Lalonde
Discussion
Vote – Carried Unanimously
 - iv. Other MRFA sponsored events (FEC Session: March 31, 2020, Committee Affair: April 17, 2020, and Get Cracking: April 24, 2020)
All events will be noted as pending until further notice.



Melanie will send an email to all members indicating that all MRFA meetings have been moved online in accordance with the recommendation of the University in Update #3, that the Faculty Centre and MRFA offices are closed and staff are still working online, and that the PD Retreat is cancelled and all other upcoming MRFA social events may or may not be rescheduled.

2. Appointment to the ad hoc Job Action Finance Committee
Rafik is following up with potential members.
3. Regular Meetings:
 - a. Debrief March Regular Meeting
The meeting did get quorum and members seem satisfied with the content of the meeting and reports.
 - b. March Regular Meeting Minutes
Motion THAT the MRFA Executive Board accept the draft minutes from the March 4, 2020 Regular Meeting for presentation to the membership.
Moved: Melanie Peacock and Seconded: Anupam Das
Vote – Carried, 2 abstained
 - c. April Special and Regular Meeting Agendas
The MRFA will expand its Zoom license to hold the meeting on-line.
Motion THAT the MRFA Executive Board cancel the April Regular Meeting and hold a special meeting online to review the bylaw changes, and THAT the voting on bylaw changes be held online through Simply Voting.
Moved: Melanie Peacock and Seconded: Brenda Lang
Discussion
Vote - Carried unanimously
 - d. Notice of April Special Meeting – Voting Process
The notice of special meeting will indicate the times and method of online voting in order to be in compliance with the bylaws.
 - e. Approval of online voting mechanism for Regular Meetings - Deferred
4. FEC Submission
Motion THAT the MRFA Executive Board revoke its decision to dissolve the Faculty Evaluation Committee: THAT FEC continue as a standing committee of the Association.
Moved: Melanie Peacock and Seconded: Rafik Kurji
Discussion
Carried – 5 in favour, 3 against

Motion THAT the reassigned time be removed from the FEC Chair position.
Moved: Melanie Peacock and Seconded: Carlton Osakwe
Vote – Carried Unanimously
5. Proposed changes to MRFA policies and procedures and MRFA bylaws
Motion THAT the Executive Board approve the policy changes as presented.
Moved: Melanie Peacock and Seconded: Rafik Kurji
Vote – Carried, 1 abstention

Motion THAT the Executive Board approve the bylaw amendments for recommendation to the membership at the online April 2 Special Meeting with subsequent online voting.
Moved Melanie Peacock and Seconded: Frank Cotae
Vote - Carried Unanimously
6. Final Census Approval
Motion THAT the Executive Board approve the 2020 census as amended and that it shall be open from March 16 to April 10.



Moved: Carlton Osakwe and Seconded: Brenda Lang
Vote - Carried Unanimously

In Camera Session:

1. Negotiations Report
2. Grievance Report
Motion THAT the MRFA Executive Board advance the workplace environment grievance to step 5.
Moved: Melanie Peacock, and Seconded: Frank Cotae
Discussion
Vote - Not Carried (1 in favour, 6 against and 1 abstained)
3. President's Report - Deferred

Officer's Reports

1. President's Report - JDEC update
Melanie will be meeting with the MRFA's representatives on the Joint Diversity and Equity Committee for an update on the work of the committee.
2. Treasurer's Report
 - a. Audit Engagement Letter
The MRFA has engaged the auditor for the 2020 fiscal year. The Executive Board will solicit and review quotes from other auditors for the 2021 fiscal year.
 - b. Ad hoc Job Action Finance Committee Update
Revenues and expenses for job action have been identified and the committee has reviewed the budget.
 - c. Interfund Transfer Approval: 170,000 Operating to Contingency Fund
Motion THAT the Executive Board approve the interfund transfer of \$170,000 from the Operating Fund to the Contingency Fund.
Moved: Rafik Kurji, and Seconded: Melanie Peacock
Vote - Carried, 1 abstention

New Business

1. MRFA Nominee to the Board of Governors
The Executive Board will appoint a nominee for the remainder of the term and the person will still be eligible for two more terms. The call for statements of interest to serve on the Board will go out on March 16 with a deadline of March 20.
2. Upcoming Conferences - Deferred
3. Provincial Budget 2020 - Deferred
4. MRFA Committees - Deferred
5. MRFA Operations: staff recused
A member has submitted a complaint against an MRFA staff member. In order to respond to this matter in a thorough and impartial manner, a third party expert will be hired to speak to all parties involved, report back to the MRFA Executive and suggest a solution to move forward. Melanie will prepare an RFP that will be reviewed by the MRFA Executive Board at the March 25, 2020 meeting.

Adjournment: The meeting was adjourned at 5:25pm

Communications Officer, MRFA

Date