



**Mount Royal Faculty Association
Executive Board Meeting – Minutes
May 15, 2020, 2:30 – 4:30pm (Via Zoom)**

Members Present:

Anupam Das
Brenda Lang
Carlton Osakwe (at 3:00)
Frank Cota
Heather McLellan
Megan Lalonde
Melanie Peacock

Rafik Kurji
Richard Erlendson

Guests:

D.A. Dirks
Kirk Niergarth
Lee Easton (at 3:00)
Maki Motapanyane

Call to Order: The meeting was called to order 2:33pm

Approval of Agenda – Approved (Moved: Melanie Peacock and Seconded: Rafik Kurji)

Welcoming new Executive Board Members

Recently elected members were welcomed to the Executive Board and were in attendance as non-voting observers. Attendance at remaining 2019-2020 meetings has been facilitated in order to provide for an effective transition into 2020 – 2021.

Approval of Minutes: May 8, 2020 – Approved as amended. (Moved: Brenda Lang and Seconded: Richard Erlendson)

Motion THAT the Executive Board approve the draft Annual General Meeting Minutes for posting on the MRFA website.

Moved: Brenda Lang and Seconded: Rafik Kurji
Vote – Carried Unanimously

Business Arising:

1. Faculty annual reporting system: update
The Executive Board expressed appreciation for the work of the faculty representatives on the FAR taskforce. Unfortunately, certain conditions indicated in the report submitted by the taskforce are not being met in the implementation of *Faculty 180*. Melanie and Heather will discuss this with Tim and Lesley on May 22, and will provide an update to applicable MRFA committees. This matter will be presented to the MRFA Grievance Committee to review and their recommendation will be considered by the MRFA Executive Board at our meeting on June 5th.

2. MRFA Committee Charters
At the beginning of every fall term, committees are asked to review their charters and submit recommended changes to the Executive Board for approval. However, it has come to our attention that several charters were out of date. The Executive Board reviewed proposed amendments to Committee charters.
Motion THAT the Executive Board approve all committee charters as presented with the exception of the MRU Coalition Charter, the ad hoc Contract Faculty Advisory Committee Charter and the Collective Bargaining Advisory Committee Charter.
Moved: Melanie Peacock and Seconded: Brenda Lang
Discussion
Vote – Carried Unanimously

3. MRFA appointed positions: calls for expression of interest
In accordance with the MRFA's Appointments Policy, calls for statement of interest will be sent out on May 19, 2020.

4. Committee Election

a. Election Results – Committee Contact List

The Executive Board expressed its appreciation for the work of the Nominations Committee leading up to the Spring 2020 Elections. The 2020-2021 Committee contact list is being revised and there are a few vacancies to be filled.

b. Remaining Vacancies – Appointments/By-Election

Motion THAT the Executive Board make a call for statements of interests for all vacant positions remaining from the Spring 2020 committee elections.

Moved: Megan Lalonde and Seconded: Richard Erlendson.

Vote – Carried Unanimously

5. Member feedback from the AGM

Written feedback from members who attended the AGM was reviewed and discussed by the Executive Board. Concerns and technical considerations were noted for improvement in advance of the next online meeting of the membership. Moving forward, additional training on Robert's Rules will be facilitated, and increased efforts will be undertaken to educate members on the Association's Ethics Bylaws.

6. COVID-19: Responses and Updates

a. Conversations with Management

The announcement made by management on May 14, 2020 was very confusing for faculty. The MRFA has been compiling members' concerns and will be following up with Tim and Lesley on May 22. Given the uncertainty conveyed in the announcement, there may or may not be another MoU to be signed with management since the MoU expires on June 30 and alternative delivery may continue in the fall. Other topics to be discussed at the May 22 meeting include concerns about the faculty annual reporting system and an update from the CAFA meeting with Minister Nicolaides.

b. Conversations with Members

Members have indicated a wide array of concerns with respect to possible online delivery in the fall and questions raised during the May 14 Academic Town Hall. The MRFA is tracking these concerns and will be raising the issues with Tim and Lesley on May 22. It was also noted that during the Town Hall several faculty members' questions were not read aloud, were not read in their entirety or were only partially answered. Moving forward, in advance of the next town hall members will be invited to copy the MRFA on the questions they submit in advance and during the town hall. The Association can, then, follow up on those questions with management, where required, in order to provide responses to our members, including where an answer is not provided.

Motion to extend the meeting for 30 minutes

Moved: Melanie Peacock and Seconded: Anupam Das

Vote – Carried Unanimously

In Camera Session:

1. Negotiations Report - Vice-President, Negotiations

2. Grievance Report - VP Policy and Sr. Grievance Officer

Motion THAT the Executive Board approve initiating 19-Grievance-00105 at Step 2

Moved: Heather McLellan Seconded: Frank Cotae

Vote – Carried Unanimously

3. President's Report

Officer's Reports

1. President's Report

a. CAFA: budget proposals

Motion THAT Melanie Peacock, the MRFA's Officer on CAFA, convey support for the proposed CAFA budgeting and dues model at the mill rate of 0.8.

Moved Melanie Peacock and Seconded: Heather McLellan

Vote – Carried Unanimously

b. PIA letter

CAFA has sent out a press release and Melanie will share it with members once it is available. The press release includes the important contributions of faculty during COVID.

c. Meeting with Minister Nicolaides

The CAFA presidents met with the minister on May 14, and clarification was provided on the application of expenditure caps and adjustments moving forward in light of COVID. Regarding expenditure caps, any extra money a University gets through research or external funding will not be included as part of the expenditure cap. Regarding the impact of COVID on proposed metrics, Minister Nicolaides informed the CAFA representatives that performance metrics would either be delayed or revised with respect to COVID. Also, the Minister indicated that the PSE 2030 system review will be proceeding and perceived inefficiencies and redundancies will be addressed in this process.

2. Board transition progress/meetings with new members

Incoming Executive Board members are meeting with outgoing members to ensure there is a smooth transition. Lee will also be meeting individually with each Executive Board member to discuss plans for the coming year.

New Business

1. Approval of Draft Financial Statements

The Executive Board expressed appreciation for Rafik and Chantelle's efforts to ensure that the audit was completed despite the exceptional circumstances, and that the audit was completed without any major questions or concerns with respect to our reporting or accounting system and our internal controls.

Motion THAT the MRFA Executive Board accept the financial statements as presented in the draft form.

Moved: Rafik Kurji and Seconded: Anupam Das

Vote – Carried Unanimously

2. MRFA Teaching Excellence Awards – Equity Concern Deferred

3. MRFA Operations: staff recused

It was noted that the Association runs because of the excellent staff we have and appreciation was expressed for the contributions of all staff members.

The upcoming process for annual staff performance reviews was discussed. All Executive Board members have received a copy of updated performance review templates (staff have had the opportunity to review these) and are to provide feedback to Melanie by Friday, May 22nd.

Each staff member will complete the template and provide input into their own performance. Melanie will share completed templates from the Board with each staff member and then a meeting to discuss this (i.e. both staff input and Board input) will occur. Feedback reviews will be finalized prior to the end of the academic year.



Faculty Centre operations will need to be revisited in the Fall based upon operational and health restrictions and guidelines.

The board was reminded that currently the SAFRO, AA, and FCC salaries are tied to MRSA grids and this could be problematic. This will continue to be monitored and discussions/decisions will take place as required (i.e. if/when unexpected changes to the MRSA grids occur).

Adjournment: The meeting was adjourned at 5:00pm

Approval:

MRFA Communications Officer

Date