



**Mount Royal Faculty Association  
Executive Board Meeting – Minutes  
October 27, 2021, 1:00 – 2:50am (Via Google Meets)**

**Call to Order:** 1:08 p.m.

**Members Present:** Marc Schroeder, Brenda Lang (Departed - 2:59 p.m.), Rafik Kurji, Peter Ryan, Kirk Niergarth (Departed - 2:59 p.m.), Shelley Rathie, and Kelly Sundberg (Arrive - 3:15).

**Meeting Chair:** Lee Easton.

**Absent with Regrets:** Roberta Lexier, and Milena Radzikowska.

**A) Order of the Day, 1:15 – 1:45pm - LMS Transition and Related Considerations and Impacts**

1. Guest(s)
  - i. Michael Quinn (1:15 - 1:59 p.m.) – Vice Provost and Associate Vice President Academic
  - ii. Mary-Lee Mulholland (1:00 - 1:59 p.m.) – MRFA Faculty Evaluation Committee Chair
2. Quin presented to the Executive Board the Employer’s plan to move to a new Learning Management System (LMS). The Executive Board expressed questions and concerns related to the information provided.

*Departure of Michael Quinn & Mary-Lee Mulholland.*

**Action:** The Executive Board shall request that the Negotiating Committee bring the topic of compensation for work performed in order to undertake the change of systems (e.g., Contract Employees migrating data over the summer) be brought up during collective bargaining.

**Action:** Lee, Peter, and Kirk shall develop concert proposals related to the Association’s expectations and bring them to the attention of the Employer (Trika).

**B) Approval of Agenda –** Agenda approved as amended (Moved: Kirk Niergarth and Seconded: Brenda Lang)

**C) Approval of Minutes:** October 8, 2021. The minutes were taken as read and approved.

**D) Business Arising:**

1. Member Engagement Update
  - i. Summary had been previously circulated. The Executive Board noted that there were no items of surprise and that the big takeaways were anticipated. The Executive Board agreed to inform the membership of the results, share why the project was undertaken, and what will be done with the results (i.e., assist with collective bargaining),



*Action:* The Executive Board shall review the summary and identify items that could be incorporated in the Board's Plan of Action for the year and report back during the next Board meeting (November 5, 2021).

*Action:* Lee and Shelley shall report to the membership during the *Drop in Session with the MRFA Executive Board* (October 29, 2021) regarding the summary of the Member Engagement activity.

*Action:* Shelley and staff shall report to the membership within the weekly MRFA Bulletin on November 1, 2021 regarding the summary of the Member Engagement activity.

## **E) Consent Agenda**

Moved by Lee Easton Seconded by Shelley Rathie that the Executive Board accept the following consent agenda items.

### **1. Recommendations from the Audit and Finance Committee**

#### **i. Confirmation of online Executive Board Poll:**

- Moved by Lee Easton and Seconded by Milena Radzikowska That the Executive Board approve the MRFA Hiring Committee recommendations that the MRFA hire Amina Faleel to serve as Interim Administrative and faculty Relations Officer October 25, 2021 - January 15, 2022 at the hourly rate of \$28.00/per hour (proposed contract linked herein with shadowing with current SAFRO) and Joy Aigbe to be hired as the permanent full time Administrative Assistant starting October 18, 2021 at step 1 of the Administrative Assistant Grid in the MRFA Policy Manual. Online vote carried with 7 in favour and 3 abstained (online vote conducted on October 16, 2021).

#### **ii. Appointment to the Joint Diversity and Equity Committee - Milena Radzikowska recommended by the Diversity and Equity Committee.**

#### **iii. Approval of Charter Amendments:**

- Ad hoc Contract Faculty Advisory Committee Charter
- Ad hoc Long Term Bargaining Goals Review Committee Charter

#### **iv. Transfer Approvals**

- Transfer of funds from Bldg to Op to cover cost of previously approved freezer repair \$1592.64
- Transfer of funds from Op to Grants to balance account resulting from Summer 2021 bank error re: dormant Accounts \$5.09
- Transfer of funds from Op to Grants for the Tuition Refunds (64,000) and Contract Service Honourariums (20,000) for 2021-2022.

#### **v. Receipt of MRFA PSEC Action Plan**

#### **vi. Approval of Committee Minutes:**

- September 24, 2021 Faculty Evaluation Committee Minutes
- October 1, 2021 Professional Standards and Ethics Committee
- October 1, 2021 PDC minutes
- October 5, 2021 Social Events Committee Minutes
- October 5, Retired Members Committee Minutes
- October 7, 2021 MRFA AA Hiring Committee Minutes



- October 8, 2021 Grants Committee Minutes
  - October 13, 2021 Grievance Committee Meeting Minutes
  - October 19, 2021 PDC Minutes
- vii. Approval of revised tuition refund application form (addition of table, revised instructions for clarity, and note on currency conversion).
- viii. For Information
- Updated Executive Board and MRFA Staff Contact list.
  - Final revised wording for MRFA Gift Agreements (approved by Exec Previously and approved by GFC in Oct 2021).
  - Delegation of Diversity and Equity Committee recommendations – update
2. Items Removed from the Consent Agenda
- i. October 20, 2021 Social Events Committee Minutes – The Executive Board had its attention drawn to the fact that the traditional Welcome Back event was moved to January 2022 as a result of the ongoing pandemic and that the events had begun to be redesigned, in alignment with the recommendation from the DEC.

## F) Officer's Reports

### 1. President's Report

- i. A written report was circulated in advance of the meeting, with no questions arising related to the report.
- ii. The Executive Board was informed that a positive response had been received from members related to the MRFA Retirees Celebration (October 22, 2021) and the associated PowerPoint, and that the Association will inform the members of the recent *Memorandum of Understanding - Extension of Timelines (Article 12.3.2)*, as the Employer has not yet informed Employees and drawing attention to the Association's expectation that Employees receive feedback more than what is normally provided.

*Action:* Lee shall report to the membership during the *Drop in Session with the MRFA Executive Board* (October 29, 2021) regarding the *Memorandum of Understanding - Extension of Timelines (Article 12.3.2)*.

*Action:* Lee and staff shall report to the membership within the weekly MRFA Bulletin on November 1, 2021 regarding the *Memorandum of Understanding - Extension of Timelines (Article 12.3.2)*.

### 2. Advocacy Officer Report

- i. The Executive Board was informed that Fair Employment Week (October 18-22, 2021) took place, that a press release was issued and resulted in one media report, that the Association was active on social media throughout the week, that the Association held Contract Employee engagement sessions, that a weeklong screening of the movie *In Search of Professor Precarious*, and that the petition had received 138 signatures during the five-day period. The Executive Board agreed to continue to collect signatures, aiming to obtain 200 and to give further consideration



on how to bring the petition to the attention of MRU's President and Board of Governors Chair.

*Action:* The Executive Board shall continue to engage members to sign the petition.

*Action:* Staff shall advertise the petition within the weekly MRFA Bulletin on November 1, 2021.

*Action:* The Executive Board shall give consideration on how to bring the petition to the attention of MRU's President and Board of Governors Chair in advance of discussion at the next Executive Board meeting (November 5, 2021).

#### **G) Closed Session**

Moved by Lee Easton and seconded by Rafik Kurji that the meeting move to closed session at 2:35 p.m.

Vote – Carried Unanimously

*Minutes are not kept during the closed session.*

Following the closed session, the Executive Board reported that the following action items and motions were discussed.

*Action:* Lee and Milena shall request information from the Employer during their meeting with the Interim Provost and Vice President, Academic (October 29, 2021).

*Action:* Lee and the Executive Board shall draft a communication related to the Association's stance on the vaccine mandate that will be shared with the membership.

MOTION: Moved by Lee Easton and Seconded by Shelley Rathie.

That the Association initiate a Step 2 grievance related to case file 21-Grievance-00238.

Carried.

**Next Meeting:** November 5, 2021, 10:00 - 11:50 p.m.