



**Mount Royal Faculty Association  
Executive Board Meeting - Minutes  
January 26, 2022, 1:00 – 2:50 (Via GoogleMeets)**

**Members Present:** Marc Schroeder, Brenda Lang, Rafik Kurji, Peter Ryan, Kirk Niergarth, Shelley Rathie, Kelly Sundberg, Roberta Lexier **Meeting Chair:** Lee Easton

**Absent with regrets:** Milena Radzikowska

**Approval of Agenda:** Kelly/ Rafik - Approved as amended.

**Approval of Prior Meeting Minutes:** [January 7, 2022](#) - Minutes were read and approved as presented.

**Business Arising (10 minutes)**

1. [MRFA Census 2022](#) for Approval and Timing

It was planned previously to send the Census out by February and finalize it by March. The board discussed that members already have a lot on their responsibilities towards the Association and agreed to send it out after the Association reaches a collective agreement and have the census finalized with all the amendments by February 4th.

2. Letter to administration about fixed terms (to be provided by Lee and Brenda)

The letter to the Provost on the workload allocations will specify that any fixed term members who are due for renewal can now be renewed for up to three years.

**Action item:** Lee to send the letter to the Provost and report it to the board on Monday.

**Action item:** To schedule a town hall within the next three weeks to discuss with fixed term members about their concerns on the renewals.

**New Business (30 minutes)**

1. Moved by Brenda Lang and seconded by Kelly Sundberg that the Executive Board approve the minutes for the [January 17 Special Meeting](#)

The meeting was well-attended by over 200 members. Members present had a very similar mindset as the Association saw back in December. Lee thanked Kirk and Derrick for their contribution in coordinating the meeting well.

2. Job Action Preparedness Updates
  - a. Strike Headquarters Updates

The strike headquarters has been reserved. There is no parking at the location. Therefore Chantelle has reached out to Curry to request for parking and await their agreement. The Association anticipates using some of the money that was allocated for the buses for the strike headquarters parking. There will be a limited Open House on February 8th after the location has been possessed and the Social Events Committee plans on doing some videos to show the layout of the strike headquarters to the members.

- b. Job Action Finance Committee Recommendations

- i. Approval of the strike budget in principle (pending JAPC review of food costs)

1. [Fixed Costs](#)
2. [Strike Budget](#)

**Motion:** Moved by Roberta, seconded by Shelley, that the Executive Board approves the above mentioned strike budget. Carried.

- ii. Approval of expanding access to strike pay to 3-5 picket shifts per member to be allocated equitably

**Motion:** Moved by Lee Easton, seconded by Roberta Lexier, that the Executive Board approves \$350 per day for members who attend the picket duties. Carried.

- c. Approval of the Establishment of a Job Action Hardship fund per the [strike pay policy](#) of 50,000 from the 2021-2022 Budget for the Contingency Fund

Moved by Kirk, seconded by Kelley to approve the Job Action Hardship Fund as per strike pay policy. Carried.

- d. For Information:
  - i. [Job Action Timeline](#)
  - ii. [MRU Coalition Letter of Support](#)

### 3. Bill 32 Dues Regulations Implementation

- a. Legal Correspondence and Input from the Audit and Finance Committee

Lee informed the board that the Association has to determine how the dues will be structured in terms of collecting and recording cash flows as per the new provincial regulation. The Association is therefore required to split the membership dues into union dues and membership fees.

The Association's lawyer has discussed with Lee regarding making provisions in the bylaws to mention about the segregation of funds collected prior to and after February 1st: moving forward the Association needs to determine the appropriate separation between union dues and membership fees. Rafik and Chantelle have been preparing the accounts to accommodate this request by February 1st. The Alberta Federation of Labour has informed that the Association does not need to communicate this change with the membership until August 2022.

Currently the MRU Payroll collects all the membership dues and transfers the money to the MRFA bank accounts. The committee members discussed the methods of continuing to get these deposits to the MRFA accounts even after the segregation needs to be in place, without making a stop deposit instruction; either by requesting the MRU payroll to deposit the funds separately to two bank accounts or if the payroll is unable to fulfill that request to get the funds in full to one account as per practice and the possibility of doing the separation to another account through an instruction to the bank.

The percentages that are being considered for the segregation between union dues and membership fees are: 70%-30%, 90%-10% and 100%-0%

Kirk suggested that all activities of the Association should be considered as core-activities.

Marc suggested that the expenses in the budget need to be coded so that when the actual expense takes place they are categorized according to the relevant code.

Chantelle informed that the Association needs to get the percentages of segregation right the first time as members cannot be opted in or opted out.

**Action item:** Lee to do a powerpoint on the bylaws pertaining to the percentages segregation and talk about it to the members and inform them that we will discuss more about it in March.

- b. Initial [Proposed Bylaw Amendments](#) (to be discussed further by Audit and Finance Committee - more information on regulations [here](#) and the complete regulations are [here](#))
- c. Implementation Considerations

### 4. MRFA 2025 Plan

The Board decided to wait until a collective agreement is in place after the bargaining phase is over so that the MRFA 2025 and EDI plan can be launched in March.

### Officer's Reports (10 mins)

- 1. President's Report

Lee had a meeting with the Provost to discuss the transition from Blackboard to the new LMS.

Lee has prepared a MoU following the discussion with the provost to enable members to have a smooth transfer between the two systems for the tenure process. For those who want to stay with Blackboard they continue the tenure process with Blackboard and for those who want to move with the transition and for those seeking for promotions next year they can do with the new LMS.

**Action item:** Peter to report an update of the LMS to the Executive Board once a month.

**Action item:** Lee to talk with the Administration to get the MoU in place.

Lee informed that the JDEC has requested the Association's support in terms of administrative functions for their committee to function and handle cases of grievances. Lee requested the members of the Board if the Association can provide administrative support for the JDEC as per their request. The members were in agreement for the request since the JDEC is dealing with major grievance issues. Joy has agreed to record minutes, prepare agenda and schedule meetings for the JDEC.

Aliyah Dosani has requested Lee to join the JDEC as an alternate member to be part of the working group, and the Executive board agreed to this request.

## 2. Member Engagement Officer's Report

Roberta informed that the Member Engagement Committee is working on mapping the different sections of the Association especially in terms of the members who register for townhall and job action related meetings. The committee also mapped all the members who had changed their profile pictures to the Fair Deal MRU logo, but they would need to be present at a meeting in order to see if they have changed their background picture to the Fair Deal MRU logo. She requested members for their suggestions on how to track people who will be in favour of the job action.

Marc suggested that activities during the Advocacy week should not be organized or scheduled as they only partially contribute towards the bargaining process that is currently taking place and the money that will go into these activities can be used for job action activities in case a strike takes place.

## 3. Contract Member Representative Report

- a. Lack of contract faculty retirement benefits - Brenda to report (Chantelle will check with Brenda)

## 4. Diversity and Equity Officer's Report

- a. Diversity and Equity Committee Communication with the Membership

Milena has made some recommendations to the Executive Board regarding DEC activities. One recommendation was to provide an entire page on the website for DEC activities and to enable DEC to post content on social media platforms.

Members discussed that the DEC should be given the authority to publish content that are DEC related rather than content that is member generated that often goes into the DEC private page.

There should be one dedicated team with two or three members who will control the social media platforms who will;

- strategize how the content will be posted
- determine the guidelines the content will adhere to
- create the templates the contents will use
- determine the type of communication that will be posted and
- prepare the schedule it will follow in order to post the content that will also take into consideration for content that has to be posted on an ad-hoc basis depending on the changes of the bargaining process or provincial regulations

**Action item:** Marc, Peter and Ryan to develop a communications approach to social media that would include strategy and guidelines and templates, scheduling and kinds of communication the working group can use.

Following discussion, the Executive Board procedurally accepted Milena's recommendations to act on each of them.

Motion: Moved by Kelly Sundberg and seconded by Brenda Lang, to extend the meeting by ½ hour until 3:30pm.  
Carried

**Consent Agenda** (5 mins)

Items to be removed from Consent Agenda

Moved by \*\* and Seconded by \*\* to approve the consent agenda

1. [Motion that the Executive Board approve exceeding the annual maximum expenditure from \\$10,000 to \\$15,000 for the 2021-2022 fiscal year.](#)
2. Appointments
3. Committee Minutes - For Information
  - [2022-01-06 - Minutes - Job Action Preparedness Committee Meeting](#)
  - [2022-01-06 - Minutes - Advocacy Committee Meeting](#)
  - [2022-01-11 - Minutes - Committee Chairs Meeting](#)
  - [2022-01-11 - Minutes - Grievance Committee Meeting](#)
  - [2022-01-13 - Minutes - Professional Development Committee Meeting](#)
  - [2022-01-14 - Minutes - Professional Standards and Ethics Committee Meeting](#)
  - [2022-01-20 - Minutes - Social Events Committee Meeting](#)
  - [2022-01-20 - Minutes - Audit and Finance Committee Meeting](#)
  - [2022-01-20 - Minutes - Monthly Staff Meeting](#)
  - [2022-01-20 - Minutes - Faculty Centre Management Committee Meeting](#)
4. For Information
  - a. [Revoked University Policies](#)
  - b. Contributions to bursaries for Members who have passed as per [MRFA Bereavement Policy](#):  
Brian Fleming, David Caan, and Todd Nickle.

**Closed Session:** (50 mins)

Moved by Roberta Lexier Seconded by Brenda Lang to move into Closed Session.

1. Grievance Officer's Report
2. Negotiations Report
3. President's Report

**Other Business** (5 minutes)

**Adjournment**

**Next Meeting:** February 4, 1:00 – 2:50pm