



**Mount Royal Faculty Association
Executive Board Meeting – Minutes
April 8, 2022, 10:00 – 11:50 p.m. (Via GoogleMeets)**

Members Present: Kelly Sundberg, Marc Schroeder, Milena Radzikowska, Brenda Lang, Rafik Kurji, Shelley Rathie, Peter Ryan, and Kirk Niergarth. **Meeting Chair:** Lee Easton

1. Approval of Agenda – approved with consent agenda amendments and the addition of an Academic Liaison Officer Report on the Implementation of the new LMS System. (Moved by Peter Ryan and Seconded by Kirk Niergarth)

2. Approval of Prior Meeting Minutes: March 25, 2022 minutes were taken as read and approved

3. Business Arising

I. Debrief Recent Meetings and Events

a. Moved by Shelley Rathie and Seconded by Milena Radzikowska that the draft April Regular and Special Meeting minutes for posting Shelley and Milena

b. MRFA 2025 Launch of March 25

It was important to have a visible launch of the MRFA 2025 plan to indicate that the it is officially approved and underway. Roughly 30 people attended (in-person and online), including Joseph Nguyen from SAMRU and Michelle Logullo from the MRSA. Our Coalition partners' attendance and support was appreciated. However, it was disappointing that the senior administrators who were invited did not attend: this demonstrated a complete disregard for engagement with faculty on things that really matter.

II. Review of Executive Board Plan for 2021-2022

The Executive Board plan will be updated on the Google Drive

a. Executive Board Retreat (with new Board members invited) - May 27-28

A space has been booked, there will be a potluck dinner the evening of the first day, and Robert will be asked to cater the second day. A hybrid connection will be facilitated for those who are out of town, and incoming board members will be invited to attend.

III. MRFA Consideration of DSA for 2022 – deferred to be considered via email

4. Consent Agenda

Removed from the Consent Agenda: Approval of letter from the MRFA regarding Audit of Sexual Harassment Policies on Campus to be discussed at the end of the open session portion of the meeting

Moved by Lee Easton and Seconded by Milena Radzikowska that the Consent Agenda be approved by the Executive Board – Carried.

I. Approval Spring 2022 Committee and Executive Board Nomination Forms

A. Committee Nomination Form

B. Executive Board Nomination Form

II. Approval of 150\$ gift certificate in recognition of committed services in preparation for Job Action (Food truck arranged and cancelled – no cancellation fee charged – gift in recognition and with the intent to engage services again if needed in the future)

III. Transfer and adjustment approvals:

A. Approval of transfer of surplus from the Operating Fund to the Contingency Fund (pre-bill 32 bank accounts) for the 2022 fiscal year end surplus: \$14,500

- B. Approval of transfer of 20,000 Grants to Union Dues - Contract Service Honourarium Payment
- C. Approval of capitalizing IT Expenses from 2022-2023 - IT upgrades in room 1 and FC Lounge \$7280.75

IV. Committee Meeting Minutes for Information:

- A. 2022-03-22 Workload Taskforce Notes
- B. 2022-04-01 Workload Taskforce Notes
- C. 2022-04-04 Grievance Committee Meeting Minutes
- D. 2022-04-05 Communications Committee Meeting Minutes

V. For Information

- A. MRFA Census Results – send requests for specific filtered/cross-tabbed results to Chantelle
- B. Draft President/Executive Board Report (to be linked on April 7)
- C. UOITFA Letter of Appreciation for MRFA Donation
- D. Response from the Minister to the MRU Coalition Letter Regarding Masking
- E. Spring Election Timelines:
 - 1. Nominations for all positions will open on April 12
 - 2. Nominations for Executive Board positions will close on May 4
 - 3. Committee Affair Event in the Faculty Centre on May 6 at 12:00 – 1:00pm
 - 4. Voting for Executive Board positions will take place after the AGM on May 13
 - 5. Voting for Committee Positions will take place on May 16 – 17 (subject to membership approval at the AGM)

5. New Business

- I. Moved by Lee Easton and Seconded by Brenda Lang that the Association send out Call for Expression of Interest for the Taskforce on Systemic Racism (500\$ honourarium per MRFA appointee to be budgeted though not included in the call). Carried. It was noted that the provision of this honourarium should not preclude contract members, if appointed to the taskforce, from applying for the Contract Service Honourarium for their work on the taskforce.
- II. Reminder: Annual Reports - due April 14, 2022
 - a. Committee Report Template
Board members will review and revise the Executive Board report: committee specific work will be kept in Committee Annual reports.
 - b. Officer Report Template
Committee reports and Officer Reports are two distinct things. All Officers are encouraged to do separate reports and one may be shorter or longer depending on where the emphasis of your work has been.
- III. Pandemic Concerns
 - a. PD Retreat
The Executive Board discussed the current pandemic concerns and related impacts on planning for the Spring Retreat. Specific provisions for safety parameters will be mentioned in the April 11 Weekly Bulletin, and the Board will consider the matter further at its April 19 Meeting.
 - Attendees will be provided with N95s and encouraged to wear them during all sessions
 - We will promote distancing in sessions where possible
 - We will arrange for cohort/assigned seating for the meals
 - We are providing other opportunities for members to connect socially if they do not want to participate in the danceMoved by Lee Easton and seconded by Rafik Kurji that the Association purchase enough N95 masks for all participants. Carried.
 - b. Mandatory masking for in person exams
The MRFA will write a letter demanding the University to require mandatory masking for exams, and we will include a note on this in the bulletin on Monday.

6. Officer's Reports

I. President's Report (written report circulated in advance)

The written report was taken as read and no questions were asked. Lee provided an update on the bargaining situation at Athabasca University where AUFA members voted 79% in favour for strike and the AU board voted in favour of lockout. They have had many unfair labour practice complaints there and there have been many anti-union tactics employed. CAFA will be itemizing these tactics to provide information for other Association to educate members on what administrations could engage in when to undermine a union.

Moved by Lee Easton and Seconded by Brenda Lang to preapprove a donation of 1,000 to the Athabasca University Faculty Association.

Motion to amend to \$2,000 – Moved by Marc Schroder and Seconded by Lee Easton – Carried
Vote – Carried.

II. VP Policy and Senior Grievance Officer's Report: Policy Consultation

The Association will be making a submission on this policy. Members of the Board may send comments on the policy changes to Kelly by April 11.

III. Academic Liaison Officer Update - LMS Transition

The new LMS is in place and ready to be launched. Communications will go out to faculty after the last day of class. There will be a soft launch in the Spring semester (10-15 people), with more participating in the Summer, and all will be using it in the Fall with the exception of those who may opt to use blackboard one last time in Fall 2022 if needed. There will be a robust training plan rolled out in August 2022. Brenda has advocated for contract faculty to be compensated if they required to attend training sessions when they are not employed. We will advise contract members that they cannot be pressured and are not in any way obligated to do work at a time when they are not currently on contract with the University.

Discussion of Item Removed from the Consent Agenda Approval of letter from the MRFA regarding Audit of Sexual Harassment Policies on Campus - Approved by consensus pending any amendments by April 12

MRU has received \$167,000 to undertake this review and this letter urges them to engage the services of a third party firm to conduct the audit. The only difference between the MRU Coalition letter and ours is that we will copy ours to the Board Chair. The Coalition letter is going to Tim Rahilly and to Phil Warsaba

Moved by Lee Easton and Seconded by Brenda Lang that the meeting move to closed session at 11:05am

7. Closed Session

I. President's Report

II. Grievance Report

Moved by Lee Easton and Seconded by Brenda Lang that the Association seek to resolve grievance 00105, currently at Step 5, through a bipartite, possibly tripartite agreement – Carried

Moved by Lee Easton and Seconded by Brenda Lang that the meeting be extended to 12:30pm – Carried

Moved by Shelley Rathie and Seconded by Brenda Lang that the meeting move out of closed session and that it be adjourned – Carried

Adjournment: The meeting was adjourned at 12:30pm