



Committee: ad hoc Contract Faculty Advisory Committee

Committee Sponsor: Mount Royal Faculty Association

Date last Revised: June 10, 2022

Rationale

The Mount Royal Faculty Association, its Executive Board and various standing committees represent the interests of all members of the Association. Even within the context of full representation there is acknowledgement of the unique interests of contract faculty members. As such, this ad hoc committee is intended to provide a mechanism for the specific interests of this group to be identified and addressed.

Mandate

This ad hoc committee may be struck at the commencement of an academic year at the discretion of the MRFA Contract Member Officer who is in the best position to determine the need for, and ability to operate, this specific committee. The ad hoc committee is to recommend to the MRFA's Executive Board and standing committees, as appropriate, specific action that could be undertaken to improve MRFA services for and engagement of contract faculty.

Authority

The Contract Faculty Advisory Committee is an ad hoc committee of the Mount Royal Faculty Association. The committee is advisory to the Executive Board and other standing committees of the Association as appropriate.

Membership

The ad hoc Contract Faculty Advisory Committee shall consist of six (6) Contract Members of the Association, including the Contract Member Officer, who shall be Chair, to be appointed by the Executive Board in accordance with the Association's appointments policy. Membership on the committee shall be representative of the diversity within the contract faculty cohort at MRU.

Meetings

Meetings of the Contract Faculty Advisory Committee shall be called as required by the chair. Quorum shall be four members of the committee, including the chair or designee.

Expected Activities

The Contract Faculty Advisory Committee shall

- Review the comparative results of the annual MRFA census and advise appropriate MRFA committees on potential improvements;
- Review the results of the Contract Faculty Workload Survey and write a position paper based on the Survey results;
- Adjust the Contract Faculty Workload Survey questions based on the feedback from the initial Survey and determine the appropriate timing for an annual Contract Faculty Workload Survey;
- Meet with Contract Members across the University to solicit information specific to Contract Member issues and advise relevant MRFA committees on potential changes; and
- Provide any other recommendations related to MRFA Bylaws and Policies and Procedures as appropriate.

Resources

Administrative support shall be provided by the MRFA Senior Administrative and Faculty Relations Officer. The Committee does not have a budget, though it may request authorization from the MRFA Executive Board to use funds from the "Other Committee" budget line.