



With the implementation of Canadian Anti-Spam Legislation (CASL), the MRFA is required to seek consent from members for its email communications which are considered Commercial Electronic Messages (CEMs). CASL's definition of a CEM is so broad that it encompasses most MRFA communications; for instance, announcing professional development events, social events, discussion series, third party (MRU) events, conferences, or funding opportunities not directly related to the Association's mandate would be considered CEMs.

Please fill out the form below to opt in or out of MRFA Communications. If you choose not to opt in, the only email communication you will receive from the MRFA will be directly related to the MRFA's legislated mandate.

**Please return this completed form to the MRFA. Mail to the Faculty Centre - W315 – or email [office@mrfa.net](mailto:office@mrfa.net).**

- 1. First Name: \_\_\_\_\_
- 2. Last Name: \_\_\_\_\_
- 3. Department: \_\_\_\_\_

4. Employment Type – Please check one of the below.

<input type="checkbox"/>	Assistant Professor: Conditional Tenurable	<input type="checkbox"/>	Fixed Term Contract
<input type="checkbox"/>	Assistant Professor: Limited Term	<input type="checkbox"/>	Lab Instructor
<input type="checkbox"/>	Assistant Professor: Tenurable	<input type="checkbox"/>	Senior Lecturer
<input type="checkbox"/>	Associate Professor	<input type="checkbox"/>	Sessional Contract
<input type="checkbox"/>	Continuing Contract	<input type="checkbox"/>	Professor

5. MRU Email Address: \_\_\_\_\_

7. MRU Employee ID Number: \_\_\_\_\_

8. Mailing Address: \_\_\_\_\_

9. Cell Phone Number: \_\_\_\_\_

*\*Will only be used for job action*

10. Personal Email Address: \_\_\_\_\_

*\*Will only be used for job action*

11. Communications Consent (select one)

- I opt **in** to receiving MRFA all email communications as listed on the next page
- I opt **out** of receiving all MRFA email communications except those directly related to Contract Negotiations

12. Signature: \_\_\_\_\_

\_\_\_\_\_ Date

The MRFA's mandate, as legislated in the Post-Secondary Learning Act, is to "have the exclusive authority, on behalf of the academic staff members, to negotiate and enter into an agreement with the board of the public post-secondary institution." So, messages related to negotiations and communications around time sensitive and important events where it is important to have a high level of member engagement are not CEMs and all members will continue to receive these messages; however, to continue to receive any other communication from the MRFA you will need to opt in (above).

The role of the MRFA is much broader than its legislated mandate and the services we provide our members are invaluable. The MRFA provides a collective voice for faculty, promotes tenure and academic freedom, advocates for the highest standards of professionalism in higher education, and upholds the values of diversity, equity and human rights. To achieve these aims the MRFA requires member participation and engagement in its various activities, discussions and meetings.

By opting in to MRFA email Communications you are agreeing to receive the following content in email messages (as example) from the MRFA. Please note, MRFA communications are restricted by our Communications Policy which can be found on the website at <https://mrfa.net/publications/mrfa-key-documents-financial-statements/>, we try not to overload members with emails but do try to provide necessary updates and information on items of interest to our members.

#### **MRFA Communications**

- Members' rights and responsibilities
- Meeting Announcements
- Advocacy efforts
- Application Deadlines
- Legislative or other changes affecting members
- Relevant news stories
- Social Events
- Professional Development Events
- Discussion Series
- Other Events organized to support faculty in their various roles, such as Professional Standards and Governance Committee or Negotiating Committee events
- Awards processes and announcements
- Classifieds
- Time Sensitive Reminders and Updates
- Other communication as deemed necessary

#### **Third Party Communications**

- All MRFA announcements which may be of interest to faculty members are aggregated in the weekly email bulletin
- Communications related to external organizations of which the MRFA is a member, such as ACIFA, or CAUT or CAFA
- Announcements of external funding grants available
- Announcements of local and national conferences
- Other communications as deemed necessary or that are expected to be of interest to our members



## **MRFA Self Identity Equity Form**

Count Yourself In!

The MRFA seeks to uphold the values and principles of equity, diversity, inclusion (EDI) and fairness within the Association and throughout University processes, and to provide a collective voice and group representation for the views of its members in all matters affecting the Mount Royal University community.

Please fill out this form and submit to MRFA Staff ([EDI@mrfa.net](mailto:EDI@mrfa.net)). Information is entered into the MRFA confidential database, and any soft or hard copies of this form will be destroyed. Information is collected and stored in compliance with Federal and Provincial data protection legislation.

Information will be used in aggregate form to inform MRFA policies, procedures, and best practice as well as aid the MRFA Negotiating Committee to further the EDI goals of the Association. Participation is voluntary yet encouraged. A high rate of response to a self-identification survey is what ensures a more accurate representation of the composition of our Association.

*Please note, a respondent may belong to more than one designated group.*

Any questions, comments or concerns can be submitted confidentially to [EDI@mrfa.net](mailto:EDI@mrfa.net).

### **Accessibility**

1. Do you identify as a person with a disability?  Yes  No

“Invisible Disability” or non-visible disability is commonly used to describe a disability which is non-evident or not readily apparent to others.

2. Based on the above definition do you identify as having a non-visible disability?  
 Yes  No

If you answered yes to either of the above questions and would like more information on the Accommodations process, please contact the MRFA Labour Relations officer at [LabourRelations@mrfa.net](mailto:LabourRelations@mrfa.net). Any information shared will be completely confidential.

### **Employment Category**

3. Which of the following describes your employment category?
- Assistant Professor
  - Associate Professor
  - Continuing Contract
  - Fixed Term
  - Full-Time Lab Instructor

- Professor
- Retired
- Senior Lecturer
- Sessional Instructor, please specify here (Lecture, Lab or Clinical Instructor): \_\_\_\_\_

**Employment Type**

4. Which of the following describes your employment type?
- TS
  - TSS
  - None of the above

**Familial and Marital Status**

5. I am:
- Married
    - Living common law
    - Never married
    - Separated
    - Divorced
    - Widowed
  - Not married and not living common law
    - Never married
    - Separated
    - Divorced
    - Widowed

6. I prefer to identify my marital/relationship status as: \_\_\_\_\_.

7. Do you have a dependant(s)? (e.g., small child(ren), adult dependant child(ren), elder dependant, etc.)  Yes  No

8. If you answered yes to the above, please specify your dependant type(s), (please check all that apply)
- Children Aged 0-10 years
  - Children Aged 11- 17 years
  - Adult dependant children (18 years and older)
  - Elder dependant(s) (such as a parent)

I have dependants that differ from the above and would like to specify here: \_\_\_\_\_.

### **Gender/Gender Identity/Gender Expression**

9. Do you self-identify as a (choose all that apply):

- Cis-Woman
- Cis-Man
- Trans-Woman
- Trans-Man
- Gender Fluid/ Non-Binary/ Gender non- conforming/ Genderqueer/ Androgynous
- Two-Spirit
- Another gender identity, please enter the identity you wish to specify here \_\_\_\_\_.
- Prefer not to answer

### **Indigenous Identity/ Aboriginal People of North America**

10. Do you identify as Indigenous; that is, First Nations (Status or Non-Status, Treaty or Non-Treaty), Métis, or Inuk/Inuit and/or a member of an Indian Band/First Nation and/or a Native American (US)?  Yes  No

11. If Yes, please check all that apply

- First Nations
- Métis
- Inuk/Inuit
- member of an Indigenous group outside of Canada
- If you identify as Status/Treaty, Non-Status/Non-Treaty or as Indigenous but belong to a group not specified, please enter the identity you wish to specify here \_\_\_\_\_.
- I prefer not to answer

### **Ethnocultural Identification**

12. Of which ethnocultural group(s) do you identify as a member? (Please check all that apply).

- Arab
- Asian
- Black (e.g. African, African-American, African-Canadian, African-Caribbean, etc.)
- Filipino
- Indigenous person from outside of Canada
- Latin American
- South Asian/ East Indian
- Southeast Asian

- West Asian
- White/Caucasian/ European (Eastern or Western European)
- Person of Mixed Origin (with at least one parent in one of the groups mentioned above)
- I identify as a member of a group not specified but would like to specify this here: \_\_\_\_\_
- I prefer not to answer

\*It is recognised that by grouping ethnocultural groups into the categories above it is likely that mis-categorisations may have occurred. If an error has been made, please let us know by emailing [EDI@mrfa.net](mailto:EDI@mrfa.net).

### **Language Identification**

13. Is English your first language?  Yes  No

14. If English is not your first language, would you identify as having an accent?  
 Yes  No

If you answered yes to the above question and have faced discrimination or have had this negatively impact you in the workplace and would like to contact us regarding your experience, please email [EDI@mrfa.net](mailto:EDI@mrfa.net). Any information shared will be completely confidential.

### **Religious Identity**

15. What is your religious affiliation?

- Buddhist
- Christian
- Hindu
- Jewish
- Muslim
- Sikh
- Tradition (Aboriginal) Spirituality
- No religious affiliation
- I prefer to identify as: \_\_\_\_\_

### **Sexual Orientation**

16. Do you identify as

- Asexual
- Bisexual
- Gay
- Heterosexual
- Lesbian
- Pansexual
- Queer

Two-Spirit

I identify my sexuality as: \_\_\_\_\_.

I prefer not to answer

Thank you for taking the time to fill in this Self Identity form. If you have any questions, comments, concerns, or feedback you would like to share regarding this form, please email [EDI@mrfanet](mailto:EDI@mrfanet).