

NorQuest College Faculty Association
Executive Committee Meeting Minutes
April 15, 2019



1. **Call to Order and Welcome:** A regular meeting of the Executive Committee of the NorQuest College Faculty Association was held in Edmonton, AB on April 15, 2019. The meeting **convened at 4:20 pm.** Alex Caldararu presiding, Kim Chaba-Armstrong, VP Communications, recording.

Attendees: Alex Caldararu, Kim Chaba-Armstrong, Susan Otto, Bryan Gamble, Brooklin Schneider, Lisa Saxby

Regrets: Leslie Sayer, Tracy Topolnitsky, Joan Wall, Leah Townsend

2. **Additions to the Agenda** – Added
3. **Corrections to Minutes** of Mar 18, 2019: Name spelling fixed.
4. **Officer's Reports Items for Discussion** – Full reports are posted on the J drive.

ACTION: Alex will bring up OSFA changes at the next touch point with HR.

5. **Other Reports:**

- a. **Representative to the Board of Governors** – Report posted on the J drive.
- b. **Committee Reports:**
 - i. **Negotiation Committee** – Lisa reported.
 - Gave updates.
 - ii. **Grievance Committee** – Alex reported.
 - Ongoing help provided to various faculty.
 - There may be a working group developed at ACIFA to build a capacity to handle grievances locally.
 - iii. **Faculty Orientation Committee** – Nothing to report.
 - iv. **Social Committee** - Alex reported
 - Have some personnel changes.
 - Save the Date coming out soon for the summer social.
 - Alex to bring up idea to plan an Office Opening Social
 - v. **Communications Committee** – No report.

6. **Discussion points for Executive Office meeting**

- a. May – come back to outcomes from question 1 of the climate survey discussion
- b. Alex will ask for the Code of Conduct and remind Jodi and Norma of the topic for May.

7. **Unfinished Business:**

- a. Strike/Lockout items:
 - Nothing to report on strike or assets (will decide on assets after the admin person is hired)
- b. Union Computer Policy – tabled
- c. ACIFA Conference – need to check on who is attending
- d. Office Admin Position – working on details with ACIFA office in Edmonton

8. New Business

- a. Voting procedures for AGM

Motion: We allow proxy voting at the AGM. Moved: Brooklin. Seconded. Carried.

- Alex brought a draft of a form. Limit of having two proxy cards.

- b. Card for outgoing president.

- Will give in October at the AGM and invite to the winter exec dinner. Could announce at summer social.

Motion: Gift card of \$50 be presented to the outgoing president at the AGM. Moved: Lisa. Seconded. Carried.

- Bryan will take care of this.

Action: Everyone on exec actively recruit members for the executive in areas not yet represented. New president will send an email to this affect.

9. Adjournment – Meeting adjourned at 5:45 p.m.

The foregoing minutes were approved by the NorQuest College Faculty Association Executive on May 13, 2019.



VP Communications



President