

NorQuest College Faculty Association
Executive Committee Meeting Minutes
Sept 19, 2016

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 September 19, 2016. The meeting convened at 4:04 pm. Chairman Leslie Sayer presiding, Lois Henderson, VP Communications, recording.

Attendees: Leslie Sayer, Lois Henderson, Nicole Orlecki, Lisa Saxby, Carolyn Cantelo, Sheryl Boisvert, Susan Otto, Sherry Greenbank

Regrets: Tammy Dunnet,

2. **Additions to the Agenda** – no additions
3. **Approval of the Agenda: MOTION:** Susan Otto moved to approve the agenda as amended. **Seconded. Carried.**
4. **Corrections to Minutes:** - no corrections
5. **Approval of the Minutes of Jun 20, 2016: MOTION:** Lisa Saxby moved to approve the minutes. **Seconded. Carried.**
6. **Officer's Reports**
 - a. **President:** Tammy Dunnet will be a Faculty Representative. Doug McRae has declined.
 - b. **VP Negotiations:** Lisa Saxby reported the following:
 - i. Alex Caldararu will offer a session on the Collective Agreement in October.
 - ii. The New Faculty Orientation meeting will be in November
 - iii. Lisa Saxby and Leslie Sayer will attend the PSLA labor consultation stakeholder discussion on Thursday, September 29, 2016.
 - c. **VP Welfare:** Nicole Orlecki reported that there have been no new personal or policy grievances. No other outstanding grievances are open. Faculty members have contacted her on a number of issues including: long term disability, receiving personal documents, and the possibility of having a Faculty social at the Westmount campus. Since her last report, there has been one faculty termination meeting and no disciplinary meetings. There have been approximately 27 new faculty commencements and 14 faculty terminations.
 - d. **VP Professional Affairs:** Carolyn Cantelo reported that Academic Council wants to increase awareness so they plan to create a video to post on the NorQuest website. There is also 1 faculty position open.
 - e. **VP Finance:** Sheryl Boisvert reported that we have the following:
 - i. \$161,276.52 in chequing, \$126,364.34 in savings, and \$205,475.58 our GIC

7. Other Reports

a. **Representative to the Board of Governors:** Sherry Greenbank reported that she attended a two day Board Retreat that focused on strategic planning. At the environmental scan discussion ensued regarding the ACIFA Climate survey and the internal survey. The next Board meeting is in October.

b. **Faculty Representatives:** - no report

c. Committee Reports:

i. **Faculty Development** – Carolyn Cantelo reported the following:

- 10 faculty members attended the National Great Teachers Seminar in Banff from June 12th to 16th. Feedback from faculty was overwhelmingly positive
- Total amount spent was \$18,473.27 of \$20,000 budget
- The committee has decided to continue with this seminar and send 10 people again next June.

ii. **Professional Development Committee** – Carolyn Cantelo reported that the first meeting this year will be October 3rd.

iii. **Social Committee** –Lisa Saxby reported that they will host two meetings, one in November and one in March, and that one of the new instructors is deaf, so we will need an interpreter at future socials and meetings.

ACTION: The New Faculty Orientation Committee will meet with new faculty in LINC at Westmount.

ACTION: Nicole Orlecki will email the committee to confirm who is remaining on the committee this year.

8. **eNewsletter** – Submissions for the eNewsletter need to be emailed to Lois Henderson by September 22nd, to be edited and sent to Sarah James for publication.

9. **Website** – It was suggested that information about the alleged fraud to the College and the action taken by the Faculty Association in response be posted on the NCFA website.

10. **Review of By-laws** – By-law 5.0-Meetings was reviewed. By-laws 6.0 and 7.0 will be reviewed at the next meeting.

Action: Lois Henderson and Carolyn Cantelo will summarize the revisions to by-laws 1 to 7 to be presented at the AGM.

11. Discussion point for Executive Office meeting – Point to be discussed at the next meeting are as follows:

- The allocating of International funds to better serve our students.
- Request for storage space in building A for the Faculty Association.

12. Unfinished Business – there was no unfinished business

13. New Business

- a. **AGM** – The AGM will be Wednesday, October 26th from 4:00 p.m. to 8:00 p.m. in Rooms 808 and 809.

ACTION: Sheryl Boisvert will prepare the report from the VP Finance for Carolyn Cantelo to report on her behalf in case Sheryl Boisvert cannot attend.

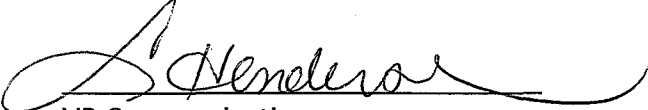
ACTION: Carolyn will send out an email call for applications for the education grant

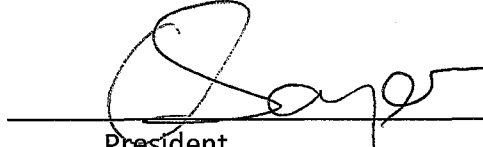
ACTION: All reports for the AGM need to be emailed to Leslie Sayer by September 30, 2016.

14. Round table – no discussion

15. Adjournment – Meeting adjourned at 5:32 p.m.

The foregoing minutes were approved by the NorQuest College Faculty Association Executive on October 17, 2016.


VP Communications


President

