

NorQuest College Faculty Association
Executive Committee Meeting Minutes
October 23, 2017

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 October 23, 2017. The meeting **convened at 4:10 pm.** Chairman Leslie Sayer presiding, Lisa Saxby, VP Negotiations, recording.

Attendees: Leslie Sayer, Lisa Saxby, Carolyn Cantelo, Sheryl Boisvert, Joan Wall, Kim Chaba-Armstrong.

Regrets: Upinder Singh, Linda Black, Tracy Topolnitsky, Susan Otto, Alex Caldararu, Charlotte McCartan

2. **Additions to the Agenda** – The following items were added to the agenda:
 - Unfinished Business
 - a. AGM
 - New Business
 - Attendance
 - Christmas Dinner
3. **Approval of the Agenda: MOTION:** Joan Wall moved to approve the agenda as amended. **Seconded. Carried.**
4. **Corrections to Minutes of June 12, 2017:** Minutes were amended.
5. **Approval of the Minutes of June 12, 2017: MOTION:** Carolyn Cantelo moved to approve the minutes as amended. **Seconded. Carried.**
6. **Officer's Reports** – Full reports are posted on the J drive.
 - a. **President:** Highlights from Leslie's report:
 - Leslie attended the Presidents Council meeting in October
 - Leslie stated that we need to establish a strike fund
 - Leslie and Lisa Saxby attended the Chivers Carpenter fall conference Oct. 13
 - Leslie met with three new faculty
 - b. **VP Negotiations:** Lisa Saxby reported the following:
 - She has been advised that there is no need for Director's Insurance.
 - The By-laws need to be aligned with the Labour Relations Code

ACTION: Lisa will present a motion at the AGM allowing her to align the wording of the by-laws with the LRC without changing the intent of the by-laws.

- **VP Welfare:** Alex was not in attendance, but Leslie reported for Alex that the lawsuit against Leslie and the Faculty Association is in the courts. Alex is liaising with the lawyers.

- c. **VP Professional Affairs:** Carolyn Cantelo reported the following:
 - Academic Council will meet Oct. 25, 2017.
 - The College PD committee met Oct. 16, 2017.
 - There are 21 applicants for the Post-secondary Education Grant. The draw will be at the AGM.

- d. **VP Finance:** Sheryl Boisvert reported the following:
 - \$192,346.18 in chequing, \$106,883.70 in savings, and \$230,000.00 in GIC.
 - Discussion ensued regarding increasing faculty dues.

ACTION: Leslie will find out the percentage of ACIFA dues based on salary in other institutions.

7. Other Reports:

- a. **Representative to the Board of Governors:** - No report

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

- c. **Committee Reports:**
 - i. **Negotiation Committee** – No report
 - ii. **Grievance Committee** – No report
 - iii. **Faculty Orientation Committee** – Lisa hosted “Know Your Collective Agreement” Oct. 18, 2017. The “Meet and Greet” with VP Academic, Norma Schneider, will be Nov. 8, 2017. We have approximately 65 new faculty since April 2017.
 - iv. **Faculty Development Committee** – There have been 10 applications received for the post-secondary grant.
 - v. **Social committee** – Tickets for the AGM will be available at the door or can be picked up from Sheryl Boisvert.

ACTION: Leslie will ask Sarah James to remind faculty about the AGM

8. **Website** – Leslie reported that there have been no volunteers, so a committee has not been formed. The website will not be updated until a committee is formed.

9. Discussion point for Executive Office meeting

- Unionization of contract workers
- Update on the Heritage Tower

ACTION: The VP Communications will send out an email request for discussion points 2 weeks prior to the meetings.

10. Unfinished Business:

- a. **AGM Planning:**
 - Lois and Carolyn will sit take attendance at the door
 - Help is needed for set up and clean up
 - Carolyn will draw for the PS grants
 - Officers were reminded to keep their reports brief

11. New Business

- a. Attendance at meetings – Discussion ensued about faculty representatives and the Board Representative’s lack of attendance.

ACTION: Leslie will send a formal letter to the Board Representative voicing our concerns about the lack of attendance at Faculty meetings.

ACTION: Leslie will send an email to Faculty Representatives stating our concern about the lack of attendance at Faculty meetings.

- b. Christmas Dinner – The Executive Christmas Dinner will be Monday, December 4, 2017 or Monday, December 11, 2017, depending on availability.

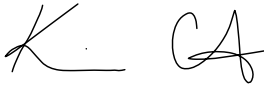
ACTION: Kim Chaba-Armstrong will book a reservation at The Cactus Club and email the executive with the date.

12. Round table – Nothing was discussed.

13. Adjournment – Meeting adjourned at 6:00 p.m.

The foregoing minutes were approved by the NorQuest College Faculty Association Executive on November 20, 2017.

 Recoverable Signature

X 



Signed by: 36ae8d01-f8f4-4a21-a4d8-52c179a487e9

VP Communications

President