



NorQuest College Faculty Association
Executive Committee Meeting Minutes
April 16, 2018

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 16, 2018. The meeting **convened at 4:15 pm.** Chairman Leslie Sayer presiding, Kim Chaba-Armstrong, VP Communications, recording.

Attendees: Leslie Sayer, Lisa Saxby, Kim Chaba-Armstrong, Linda Black, Tracy Topolnitsky, Alex Caldararu, Sheryl Boisvert, Joan Wall, Brooklin Schneider, Upinder Sarkar

Regrets: Charlotte McCartan, Susan Otto, Leah Townsend

2. **Additions to the Agenda** – No new business added.
3. **Approval of the Agenda: MOTION:** Upinder Sarkar moved to approve the agenda as amended. **Seconded. Carried.**
4. **Corrections to Minutes** of March 19&26, 2018: Amendments made.
5. **Approval of the Minutes** of March 19&26, 2018: **MOTION:** Alex Caldararu moved to approve the minutes. **Seconded. Carried.**
6. **Officer's Reports** – Full reports are posted on the J drive.
 - a. **President:** Leslie Sayer reported the following: (See report)
 - 8 dates for townhalls sent out: all on lunch hours; consulted chairs for dates; would like to make a video for people who can't make the townhalls
 - NASA hosted a defence fund information session
 - President of ACIFA sent a letter to the Provincial Government to say thank you for the 2% increase to the operating budget
 - We have over 400 perm/term faculty and around 10 substitutes
 - b. **VP Negotiations:** Lisa Saxby reported the following:
 - Went to a meeting with people from Eastern Canada which discussed information and advice regarding preparing for action
 - Question asked re: developing relationships with other unions in the city for mutual support should the need arise
 - c. **VP Welfare:** Alex Caldararu reported the following:
 - i. Level 2 Grievance was resolved in member's favour
 - ii. Discussed the difference between performance management and discipline due to recent faculty and management meetings where the lines between the two were unclear.
 - iii. Talks regarding WIL contracts – no
 - d. **VP Professional Affairs:** Linda Black reported the following:
 - i. The PD fund pot is now used for the year. People received 51% of their requests in the last round.
 - ii. 10 people were chosen for the Great Teacher Conference
 - iii. Academic Council: Brooklin went to the meeting where many new programs were introduced and a few requirement revisions were gone over

- e. **VP Finance:** Sheryl Boisvert reported the following:
 - i. Chequing - \$178569.76
 - ii. Savings - \$107,097.19
 - iii. GIC - \$233,450
 - iv. Will be getting the video recording of NAITS Martin Devitt's Defense Fund

7. Other Reports:

- a. **Representative to the Board of Governors:** - Tracy Topolnitsky reported the following:
 - i. The new chair has come aboard.
 - ii. ABC Review came out from Provincial Government
 - 1. Jodi will need to show all personal finances for herself and spouse
 - 2. It will greatly impact our president

- b. **Committee Reports:**

- i. **Negotiation Committee** – Not currently active
- ii. **Grievance Committee** – Meeting as needed
- iii. **Faculty Orientation Committee** – Nothing to report
- iv. **Faculty Development Committee** – Nothing to report
- v. **Social Committee**
 - 82 have RSVPed so far. Cap will be at 100 as bar limit is 133.
- vi. **Communications Committee** – Nothing to report

8. Discussion points for Executive Office meeting

- a. Topics: Ask Norma about next year's budget

9. Unfinished Business:

- a. \$1000 print order issue from Leslie: No further responses to communication, so will now drop further action on it
- b. Great Teacher Award & Conference updates from Linda:
 - i. VP Finance keeping track of who goes to this conference and ACIFA going forward.

ACTION: Kim will ask Sarah to create an excel spreadsheet for keeping track of conference goers.

- c. Grievance policy from Alex – See above
- d. Bylaw update from Lisa – take off
- e. List of ideas for internal PD committee from Alex - tabled
- f. Faculty Association PD Committee policy regarding AGM grant money distribution from Linda – tabled
- g. Strike/Lockout items
 - i. ACIFA strike/lockout fund dues numbers from Leslie and Sheryl – tabled

h. Acting on Requests that came out of the ACIFA Climate survey discussion with Norma
ACTION: Les and Alex will go through the list.

- i. Update on workload discussion with NCFA Admin person from Leslie
 - i. Leslie spoke to her. Another issue will be getting a part-time worker for the office
 - ii. Starting in October we will need the person for all negotiation planning and negotiating meetings

ACITION: Sheryl will look at the budget line that other colleges have for this position and will look into setting up a payroll system.

10. **New Business** – no new business

11. **Adjournment** – Meeting adjourned at 5:32 p.m.

The foregoing minutes were approved by the NorQuest College Faculty Association Executive on May 28, 2018.



VP Communications



President