



NorQuest College Faculty Association
Executive Committee Meeting Minutes
February 26, 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 February 26, 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, Susan Otto, Alex Caldararu, Sheryl Boisvert, Joan Wall, Brooklin Schneider (new as of today)

Regrets: Upinder Singh now Sarker, Charlotte McCartan

2. **Additions to the Agenda** – Additions added to the agenda.
3. **Approval of the Agenda: MOTION:** Alex Caldararu moved to approve the agenda as amended. **Seconded. Carried.**
4. **Corrections to Minutes** of January 22, 2018: Amendments made.
5. **Approval of the Minutes** of January 22, 2018: **MOTION:** Lisa Saxby 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)
 - Research department approached Leslie regarding a Moral Distress project on higher education faculty. Leslie's role will be to guide project management and analysis and provide a link to presenting results to all associations in Alberta.
 - He was asked about doing shift differentials in 30 minute blocks; the agreement says that it is done in 1 hour blocks.
 - He was asked if there is a market value switch for regional people. Yes, there is.
 - Met with a dean regarding faculty concerns: good communication goals were set.
 - Met with Laurel in HR regarding the creation of a policy to move AUPE people back to Faculty positions in lieu of continuing with the hearing proceedings. It was decided that an MOU would need to be written for such a policy to have any strength. We'll be returning back to the schedule of a June hearing for this issue. Alberta labour blogspot.com has an article on this issue.
 - ACIFA presenter list has come out late
 - Alex met with 2 new faculty members
 - Waiting for Kelly to respond to under \$1000 print order being mistakenly paid by another department.

ACTION: Sheryl will follow up on the issue of the print order.

- Leslie asked Linda to do more follow up on the ACIFA teaching awards.

ACTION: Linda will do more follow up on the ACIFA teaching awards.

- b. **VP Negotiations:** Lisa Saxby reported the following:
 - Had a NAC meeting which reported that no one has completed negotiations under the new system. Once completed, they will be precedent setting.
 - Currently 3 issues before the Labour Board; ours, Keyano instructors being approached by CUPE and Northern Lakes with the issue of Chairs being faculty and non-faculty. The response would be precedent setting.

- March 16/17 is President's Council and ACIFA executive meeting when a voting issue will be the ACIFA strike fund.
- Next year's ACIFA conference will be the end of April in Lake Louise which could impact many faculty who are doing marking for the end of term. Therefore, ACIFA want executive to ask people about their possible attendance to see if numbers will reduce.

ACTION: Lisa to poll those who are going this year to see if this would impact them next year if they were to go to ACIFA.

c. VP Welfare: Alex Caldararu reported the following:

- Helping with grievances.
- WIL – shouldn't see faculty type descriptions I RFPs – these positions should be faculty.
- Meeting with Social Work department March 10-12. Alex will send out information for one person to go with him.

d. VP Professional Affairs: Linda Black reported the following:

- Helped support an instructor as an alternate FA executive representative
- January 30, new college PD committee met. All money has been spent for this quarter. People are not getting full funding because they didn't provide a PD plan. First round, everyone got half of what they asked for due to the number of people applying; 2nd round saw everyone fully funded except for those with incomplete applications.
- Great Teacher Conference is coming up. The Jay Fredrickson Award winner will get to go.

e. VP Finance: Sheryl Boisvert reported the following:

- Chequing - \$168,864.24
- Savings - \$107,027.98
- GIC - \$230,000
- Brought numbers to the meeting showing the costs of fully funding executive members and the number of other members that would then be able to be funded to go to the conference.

MOTION: The Faculty Association will pay 100% of fees for ACIFA expenses for executive committee members.

Discussion: Other associations pay executive members to be executive members and we don't. Other associations pay 100% for the executive members to go and we don't. About 4 years ago the AGM voted to change the how ACIFA paid for executive members to go to allow for more members to go. The same number of people have been going regardless. The cost is not that much more, and it is a difference of one or two attendees.

Susan Otto **moved** the motion. **Seconded.** For 5; Against 2; Abstention 1; Non-voting members: 2. **Carried.**

MOTION: Send 7 additional randomly drawn faculty members who asked to go to the ACIFA conference, not including faculty association and executive members, to the 2018 ACIFA conference with half of the costs paid. Alex Caldararu **moved** the motion. **Seconded.** For 5; Against 0; Abstentions 3; Non-voting members 2. **Carried.**

ACTION: Linda and Brooklin will make a policy for next year for how people are chosen to go to conferences.

7. Other Reports:

a. Representative to the Board of Governors: - Tracy Topolnitsky reported the following:

- The board hasn't met since our last meeting; nothing to report.

b. Committee Reports:

i. **Negotiation Committee** – No report

ii. **Grievance Committee** – No report

iii. **Faculty Orientation Committee** – No report

iv. **Faculty Development Committee** – No report

v. **Social Committee**

- May 24th will be the next social, after the first day of convocation ceremonies
- The committee will tighten up wording for who can attend

ACTION: Committee will send out a Save the Date for the next social.

- The committee will look into developing a terms of reference for the committee.

vi. **Website Committee**

- Terms of reference document was provided. Need to reword the timing in relation to the VP Communications position. VP Communications to be a defacto member. Needs to include the frequency of meeting added in. Les had other items to add which he will pass on to Susan.

ACTION: Susan will tweak the terms of reference and send out requests for involvement.

8. Discussion points for Executive Office meeting

a. Kim will send out a request for points next week.

9. Unfinished Business:

a. Bylaw update from Lisa: in progress because she wants to wait to see what is approved by the lawyers with another institution and then copy that wording.

b. Work from home policy update from Leslie: **Tabled**

c. List of ideas for internal PD committee from Alex: **Tabled**

d. AGM Bylaw updates from Leslie

- Done. Leslie will send them out.

e. ACIFA attendance policy and coverage of executive member costs.

- See above discussion and motions.

10. New Business

- a. Faculty Association PD Committee Policy re: AGM grant money distribution from Linda Black: Tabled
- b. Building our strike fund from Alex
 - Wait for ACIFA strike fund vote in March
- c. Welcome Brooklin Schneider to the executive: Welcomed
- d. Change of signing authority.

MOTION: Remove Carolyn Cantelo as signing authority and replace with Linda Black, VP Professional affairs. Lisa Saxby **moved** the motion. **Seconded. Carried.**

11. Round table – Tabled

12. Adjournment – Meeting adjourned at 6:30 p.m.

The foregoing minutes were approved by the NorQuest College Faculty Association Executive on March 19, 2018.



VP Communications



President