



NorQuest College Faculty Association
Executive Committee Meeting Minutes
January 22, 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 January 22, 2018. The meeting **convened at 4:10 pm.** Chairman Leslie Sayer presiding, Kim Chaba-Armstrong, VP Communications, recording.

Attendees: Leslie Sayer, Lisa Saxby, Kim Chaba-Armstrong, Upinder Singh, Linda Black, Tracy Topolnitsky, Susan Otto, Alex Caldararu, Sheryl Boisvert, Joan Wall, Charlotte McCartan

Regrets: none

2. **Additions to the Agenda** – Additions added to the agenda.
3. **Approval of the Agenda: MOTION:** Linda Black moved to approve the agenda as amended. **Seconded. Carried.**
4. **Corrections to Minutes** of December 18, 2017: Amendments made.
5. **Approval of the Minutes** of December 18, 2017: **MOTION:** Susan Otto 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)
 - There are con-ed position issues being dealt with
 - Discussion around con-ed filling faculty positions e.g. evening
 - CUPE unions are going in to Keano. Institutions are writing MOUs.
 - Issue of NorQuest management managing and teaching in the classroom
 - Meetings with CAFA
 - Concern with students helping with research
 - Research department was talked to and it was reported that the research department was quite conscientious re: students seeing any instructor or other confidential data.
 - b. **VP Negotiations:** Lisa Saxby reported the following:
 - Will be meeting with all provincial negotiators
 - Will work on the bylaws at the above meeting
 - c. **VP Welfare:** Alex Caldararu reported the following:
 - Case: Dismissal of learning strategists issue has a court date of February 21-23
 - Discussed other faculty helping – needs help from the grievance committee
 - Appeal: We will hear the board's decision again January 28.
 - d. **VP Professional Affairs:** Linda Black reported the following:
 - College will be maintaining the PD committee and our position will be retained on it. However, the structure of the committee will change. See report. The committee will meet January 30.
 - Academic Council met: talked about moving credits; proposal for new arts and science program
 - AGM grant request: maybe priority should be given to those who haven't gotten any funding yet from anywhere else.

ACTION: Linda will look at the Faculty Association PD Committee Policy to see about making changes.

- e. **VP Finance:** Sheryl Boisvert reported the following:
 - Please register for the conference
 - Chequing - \$168,746.36
 - Savings - \$106,991.63
 - GIC - \$230,000

7. **Other Reports:**

- a. **Representative to the Board of Governors:** - Tracy Topolnitsky reported the following:
 - Had mid-year strategy and PD sessions
 - Brainstormed 11 program clusters
 - \$2million endowment fund will go to renovation costs
 - Still haven't gotten Lights On funding
- b. **Committee Reports:**
 - i. **Negotiation Committee** – No report
 - ii. **Grievance Committee**
 - Will meet today to set a date to discuss a current issue.
 - iii. **Faculty Orientation Committee**
 - Les, Lisa, Kim and Linda met with new faculty.
 - Need to catch evening con-ed instructors who turn into faculty

ACITON: Lisa will call a meeting.

- iv. **Faculty Development Committee** – No report
- v. **Social Committee**
 - Meeting next month to plan the next social
- vi. **Website Committee**
 - See 9 D below

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

- a. We will continue to discuss the ACIFA Climate Survey next month.
- b. We are moving towards "Social Enterprising" for 75% of the college. Would like to see an update on the changes to our workday if it will be "70% different from current scenarios".
- c. If topics we bring up at executive meetings get covered in meetings that Leslie and Alex have with Laurel and others in between our executive meetings, they will include the updates in their reports.

9. **Unfinished Business:**

- a. Bylaw update from Lisa:
 - Addressed in VP Negotiations report above.
- b. Work from home policy update from Leslie

ACTION: Leslie will look at it to see if it is fair.

- c. FA Executive presence on college PD committee from Linda

- Addressed in VP Professional Affairs report above

- d. Terms of Reference for website work from Susan
 - Tabled
- e. List of ideas for internal PD committee from Alex
 - Tabled

10. New Business

- a. AGM Bylaw updates from Leslie
 - Leslie will act on this
- b. ACIFA attendance policy

ACTION: Leslie will look for past policies.

ACITON: Sheryl will draft a budget to look at the implications of changing the budget.

11. Round table

- a. none

12. **Adjournment** – Meeting adjourned at 5:59 p.m.

The foregoing minutes were approved by the NorQuest College Faculty Association Executive on February 26, 2018.



VP Communications



President