

**NorQuest College Faculty Association**  
**Executive Committee Meeting Minutes**  
**November 19, 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 November 19, 2018. The meeting **convened at 4:18 pm**. Chairman Leslie Sayer presiding, Kim Chaba-Armstrong, VP Communications, recording.

**Attendees:** Leslie Sayer, Kim Chaba-Armstrong, Alex Caldararu, Susan Otto, Sheryl Boisvert, Brooklin Schneider, Leah Townsend, Joan Wall

**Regrets:** Tracy Topolnitsky, Upinder Sarkar, Lisa Saxby, Bryan Gamble

2. **Additions to the Agenda – None**
3. **Corrections to Minutes** of October 15, 2018: No amendments made.
4. **Approval of the Minutes** of October 15, 2018: **MOTION:** Brooklin Schneider moved to approve the minutes as amended. **Seconded. Carried.**
5. **Officer's Reports – Full reports are posted on the J drive.**
  - a. **President:** Leslie Sayer reported the following: (See report)
    - ACIFA Climate Survey sent out and will send more reminders
    - Sent HR paperwork to get VP Welfare release time
  - b. **VP Negotiations:** Leslie Sayer on behalf of Lisa Saxby reported the following:
    - Nov 22, 3-5:30pm is the next Meet & Greet for new faculty. All new instructors are supposed to go and their classes are either cancelled or covered. About 45 new faculty attending.
    - Negotiation team volunteers: Katrina Blacklock, Alex Caldararu, Brooklin Schneider, Nickeisha Many, Shay Ayers, Laura Okemaw, Doug McRae, Barbara Penner, Heidi Schlack, Les Sayer (ex officio)
  - c. **VP Welfare:** Alex Caldararu reported the following:
    - Working with members on various issues including designation issues, bullying, job description disputes.
    - The case before the Labour Board January 16-18
    - Have only been able to have one meeting with HR this far due to rescheduling issues
  - d. **VP Professional Affairs:** Brooklin Schneider reported the following:
    - Academic Council met and they approved another program.
    - ACIFA awards call out went out – the college is encouraging people to apply for awards
  - e. **VP Finance:** No report  
**Motion:** Remove Carolyn Cantelo and Sheryl Boisvert as signing authorities and add Bryan Gamble and Brooklin Schneider. **Moved:** Susan Otto **Seconded. Carried.**

**6. Other Reports:**

- a. **Representative to the Board of Governors:** No report
- b. **Committee Reports:**
  - i. **Negotiation Committee** – see list of volunteers above
  - ii. **Grievance Committee** – Meeting as needed
  - iii. **Faculty Orientation Committee** – see negotiations section
  - iv. **Faculty Development Committee** – Nothing to report
  - v. **Social Committee** Joan reported
    - Save the Date was sent out for winter social
    - Want to be on the waiting list for December for next year.
  - vi. **Communications Committee** – Nothing to report

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

- a. PD
- b. Les to send out an email in a couple of weeks

**8. Unfinished Business:**

- a. Strike/Lockout items:
  - Alex met with Anna (President of ACIFA) looking at logistics of how to build a structure to work independently yet leverage the strength of the group.
  - Groups need to do more PD on labour relations.
- b. Acting on Requests that came out of the ACIFA Climate survey discussion with Norma  
**TABLED**
- c. NCFCA logo swag update
  - Les got a list for us. He will order swag up to \$20 per new member in value.
- d. November 22 Meet and Greet
  - It's coming up; put on calendars those who said were coming
- e. Xmas Dinner
  - Amore, 2<sup>nd</sup> week of December

**9. New Business**

- a. AGM Reflections
  - Perhaps next year we have all FA Exec up at front to show people who we are.
  - Town halls were good for giving people advance notice of the issues.
  - Having extra meetings beforehand made the executive more prepared and efficient.

**10. Adjournment** – Meeting adjourned at 4:50 p.m.

The foregoing minutes were approved by the NorQuest College Faculty Association Executive on December 17, 2018.



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VP Communications



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President