

NorQuest College Faculty Association
Executive Committee Meeting Minutes
June 17, 2019



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 June 17, 2019. The meeting **convened at 4:25 pm.** Lisa Saxby presiding, Kim Chaba-Armstrong, VP Communications, recording.

Attendees:, Kim Chaba-Armstrong, Susan Otto, Bryan Gamble, Brooklin Schneider, Lisa Saxby, Joan Wall, Leah Townsend, Meena Gupta

Regrets: Alex Caldararu, Leslie Sayer, Tracy Topolnitsky

2. **Additions to the Agenda** – Added

3. **Corrections to Minutes** of May 13, 2019: None

4. **Officer's Reports Items for Discussion** – Full reports are posted on the J drive.

- a. Update on VP Professional affairs: will meet with Debbie Baggs regarding the major PD changes that are due by July 1 to see where consultations could still fit in.
- b. Update VP Finance: put ACIFA numbers together and into the report. Audit is set for July 9.
- c. President: No report.
- d. VP Faculty Welfare: new officer (Meena Gupta) as of this meeting. No report.

5. **Other Reports:**

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

- b. **Committee Reports:**

- i. **Negotiation Committee** – Meetings are taking place.

- ii. **Grievance Committee** – No report.

- iii. **Faculty Orientation Committee** – Lisa - Nothing to report.

- iv. **Social Committee** - Joan reported

- People have requested a different venue for the Summer Social next year.
- Joan will send out a Save the Date for the Fall Social.

ACTION: Joan will contact Roger Moore to see if he is willing to take on more of a leadership role and do a call out for more committee members.

- v. **Communications Committee** – Susan - Tabled until September.

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

- a. IDL test and the tracking of everything

7. **Unfinished Business:**

- a. Strike/Lockout/Union items: Collection of names and information was started at the Summer Social.

ACTION: Susan will send out an email to collect more.

- b. Union computer

ACTION: Meena and Bryan will go buy one.

c. Admin position job profile: Lisa – Got job postings from a few institutions. She will put together a description for September and talk about a salary amount to be approved at the October AGM.

d. Bylaw Committee

ACTION: Alex resend the executive the proxy form and voting idea and perhaps reword the policy lines for the AGM.

8. New Business

- a. Safe Space Stickers – Susan brought some information from various sources for us to read.
- b. Welcome Meena Gupta to VP Welfare!

9. **Adjournment** – Meeting adjourned at 6:05 p.m.

The foregoing minutes were approved by the NorQuest College Faculty Association Executive on September 17, 2019.



VP Communications



President