

**NorQuest College Faculty Association**  
**Executive Committee Meeting Minutes**  
**May 13, 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 May 13, 2019. The meeting **convened at 4:10 pm.** Alex Caldararu presiding, Kim Chaba-Armstrong, VP Communications, recording.

**Attendees:** Alex Caldararu, Kim Chaba-Armstrong, Susan Otto, Bryan Gamble, Brooklin Schneider, Lisa Saxby, Leslie Sayer, Tracy Topolnitsky, Joan Wall, Leah Townsend

**Regrets:** None

2. **Additions to the Agenda – Added**
3. **Corrections to Minutes of April 15, 2019: None**
4. **Officer's Reports Items for Discussion – Full reports are posted on the J drive.**
  - a. Update for VP Professional Affairs: email came out for people to apply for more PD to use up the unspent money in this fiscal year.
  - b. Update on VP Welfare: presented on Labour Relations at ACIFA; liaised with lawyer briefly about the meeting we need to have with management where lawyer recommended we bring in AUPE.
  - c. Update VP Negotiations: Most institutions going into negotiations right now. Some have signed for zero wage increases and some have wage re-openers. We start negotiations next week.
  - d. Update VP Finance: has been working on putting the expense report together for the year.
  - e. Update BoG: question about June BBQ.
5. **Other Reports:**
  - a. **Representative to the Board of Governors – Report posted on the J drive.**
  - b. **Committee Reports:**
    - i. **Negotiation Committee – Lisa reported.**
      - See above.
    - ii. **Grievance Committee – Alex reported.**
      - Ongoing help provided to various faculty.
    - iii. **Faculty Orientation Committee – Lisa - Nothing to report.**
    - iv. **Social Committee - Alex reported**
      - Poster and Save the Date are out for the Summer Social. Tickets should be available soon.
    - v. **Communications Committee – Susan - No report until September.**
6. **Discussion points for Executive Office meeting**
  - a. Invite Laurel at 3:20 and maybe Jodi/Norma. Discuss Code of Conduct – ask for a summary of how it will affect faculty. Ask: are there any points that you would change if changes are possible with the new government?
  - b. Have Lorne come in at 3pm.

**ACTION:** Everyone read policy and send Alex issue points. Kim will send out a link to a google doc.

**7. Unfinished Business:**

- a. Strike/Lockout/Union items: Need to get emails together – Negotiations is trying to ask for access to personal emails.

**ACTION:** Social Committee will start to collect emails and phone numbers.

- b. Union computer

**ACTION:** Alex and Bryan will meet this week to get it bought.

- c. Admin position job profile: Lisa – Let’s plan for a .5 position and plan as if we won’t partner with ACIFA because they’re not sure what they want to do.

**ACTION:** Lisa will make a job profile for the next meeting.

- d. Proxy policy: moved to bylaw action item

**8. New Business**

- a. Office admin person and percentage we pay: .5 and cost of benefits if the college agrees
- b. Summer exec dinner: Monday, June 10, 5pm. 10+Sarah.
- c. Communicating of Election Results: put descriptions of all the positions in an information section of the AGM package. Voting results: just say who won; no numbers.

**ACTION:** Need to give more information in voting policy: event of a tie, have a 24 hour window, more anonymous voting system, president could be the tie breaker. Next vote in two weeks – open until 8pm, use outlook tool, don’t say numbers, president breaks a tie.

**MOTION:** Moved Kim; Seconded Lisa – Create bylaw review committee who will write up proposed bylaw change recommendations to FA Executive by September to get to the AGM in October. Points: voting system, move AGM earlier in the year, proxy policy. **CARRIED**

- d. Call for Solidarity: Athabasca University is looking for some support for their information picket Tuesday, May 21. We’ll put their information on our website.

**MOTION:** Moved Brooklin; Seconded Susan – NCFA show solidarity for Athabasca’s information picket with faculty members going on May 21, including a representative from the NCFA executive. **CARRIED**

- e. Change of Officers

**MOTION:** Moved Lisa; Seconded Leah – Change signing authority of Leslie Sayer to new NorQuest College Faculty Association President Alex Caldararu. **CARRIED**

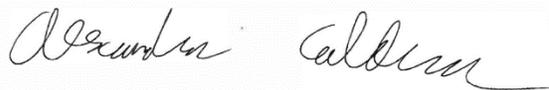
**MOTION:** Moved Lisa; Seconded Kim – Destroy ballots for all elections. **CARRIED**

**9. Adjournment** – Meeting adjourned at 6:20 p.m.

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



VP Communications



President