

# **MINUTES of the Mount Royal Faculty Association**

**Meeting date: September 25, 2010**

**Call to order:** An Executive Board Retreat of the MRFA, was held in Mount Royal University, Calgary, Alberta on September 25, 2010. The meeting convened at 11:00am, President Gerry Cross presiding, and Rod Corbett secretary.

## **Members in attendance:**

Gerry Cross  
David Sabiston  
Rod Corbett  
Gerard Lucyshyn  
Cari Merkley  
Kelly Hewson  
Qasim Syed  
Rafik Kurji  
David Hyttenrauch

## **1. University Transition and the MRFA's Role**

### *Review of Association (See President's PowerPoint)*

- The Association is mandated by the PSLA
  - The PSLA gives designation rights to the Board
    - SAIT is fighting this and we will likely be asked to support them financially
- Review of the Association's responsibilities according to the PSLA
- Review of Executive Responsibilities According to the PSLA and our Bylaws
- Our Membership
  - Over 900 faculty in total
  - Over 400 FT faculty
  - It is difficult to get an accurate number of PT faculty

### *Key Documents (all avail on the website)*

- Policies and Procedures Manual
  - This is something we could look at adding to
- Bylaws
- MRFA Roles (See ppt. slide 9)
- The Collective Agreement: 2010-12
  - Questions from the board:
    - In the past when someone did not use their PD funds the unused portion went to the Part-time fund. Now half of this remaining money is also going to FDC. Why was this change made?
      - There was not enough Part-time use of this fund
      - This change is not likely to disadvantage anyone but it will allow for

more people to access the money available. If it turns out that the Part-time fund gets used up through this then it will be revised.

- Do Part-time members get to vote on decisions pertaining to the PT appointment criteria/process?
  - It is up to the dean. There is the intent to give their input on the criteria but not necessarily to be involved in the final decision.
  - It is useful to avoid votes and strive for consensus (when there is a vote there is a sense of there being winners/losers)

*Key changes in the New Collective Agreement (see summary doc. of changes and ppt.)*

- Separate Processes for PT Appointment, workload allocation and reappointment.
  - Requirement that the department develop a definition for accumulated relevant experience
  - The department is to recommend and the dean is to approve these definitions and they are to be posted.
- Fixed term part-time appointments
  - 25 positions are available
- Redefinition of academic credential
  - We have made it clear that this is to be determined for each position. It is not a minimum across a department but a requirement for any position being hired for.
- Cross-Appointments Article
- Lab Instructor Article
  - New type of employee: they become permanent after two years (analogous to tenure)
  - There is a committee established to develop an annual report for these instructors and to develop other forms of evaluation instruments
- Incorporation of APTC criteria for promotion in the CA
- Separate Grids for each rank
- Possibility of increment on maternity leave
  - People on maternity can now apply for the increment (the approval of this is based on what scholarship or other service is undertaken while away)
- PD re-allocation fund for FT
- Joint Committee for review and interpretation of the CA
- Pilot on tenurable professional practitioner appointments 75%
  - Midwifery faculty and nurse practitioners have to maintain some practice to keep their certification and they need this certification in order to teach. This enables them to do that.
  - It is a  $\frac{3}{4}$  appointment in an MOU. This is without extending the probationary period. The member can elect to extend it or the UTPC can recommend the extension.
  - When the faculty member is tenured it can be a 50-50 split
  - A report from this pilot will go into the next round of negotiations.
  - This may be of interest to other departments
- PT Opportunities for PT Service Honorarium
  - The list of eligible meetings have been expanded
- Changes to Grievance Procedures

- The article was not previously clear about ‘carriage.’ To take a grievance to step two the grievor has carriage; meaning, the Association is obligated to take the case to this point. Step two is meeting with the President of the MRFA and the VP academic. The MRFA has carriage to step three: it is our decision. Step three is internal grievance committee composed of two members of board and two members of the MRFA. If there is a fundamental disagreement at step 2, which there almost always is, this step is a waste of time.
- What we changed was that out of step two there would be a solution or a partial solution to go to the grievance committee *or* a recommendation to go straight to step 4. Step 4 is where you make decision to go to arbitration or make a recommendation to resolve at step 3.

### *External Relationships*

- Gerry is going to work on developing a relationship with the University of Calgary Faculty Association

### *MRFA Governance and Services (see slide 13 of ppt)*

- Updated information
- Faculty Centre/Sodexo
  - We should invite departments to come have their Christmas parties in the faculty centre due to Sodexo’s regulations elsewhere on campus. A note will be sent out regarding this
  - VP Administrative Services is responsible for negotiating the contract with food services
    - We need to force an evaluation of them when their contract comes due.
    - Could we make a case for faculty to be able to bring in their own food/drinks to the faculty lounges. (this is a license issue: you need a license to serve alcohol—this license can be acquired online through a course & test for 25\$)

## **2. Executive Goals 2010-2011**

### *External/Internal Relationships*

- SAIT designation charter challenge assistance
- Improving the function of ACIFA for the MRFA
  - There needs to be some change and the members of ACIFAs executive recognize that
  - We will send advice on reforming ACIFA to our two representatives on the ACIFA executive
  - Actively engage in ACIFA

### *University Governance and Administration*

- Being heard in hiring/selection committees
- Ensure that the interests of members are represented effectively in the institution
  - On Selection Committees
    - We have an MRFA representative on all of these committees
- Monitor institutional academic planning and processes
  - Continue submitting to Academic Plan on behalf of the membership

- We do not have a seat on this but it is possible to give submissions regarding the association's position on the academic matters
- Do we want an objective relating to the scheduling system and what would it be?
- Faculty and students in general are not happy with it
- Grant MacEwan had Infosilem for two years and dropped it for something else.

#### *Internal Considerations*

- Equitable participation in the MRFA
- Institute MRFA executive visits to departments
  - We have not send pairs of the exec board out to department meetings in a long time and this is a very useful thing. We need to talk to our members about more than negotiating issues
- Assist in the Integration of new faculty
  - PAC to continue with ISP meetings other workshop development
  - PAC members meet with new faculty individually (new faculty members will be told to contact their department communicators if they have concerns later on or need information)
- Make more effective use of communication channels (i.e. department communicators)
- Revisit Vision Statement
  - Go back to the process of looking at our vision statement (it has been 10 years)
  - This gets people to think about it and gives us something to refer to
  - The objectives that are in the bylaws are quite recent and were decided by the htree people that were on the Bylaws committee at the time
- Raise the MRFA's external profile
- Review the role of the ALC and ALO.
  - The committee and the Academic Liaison Officer will strive to increase the discussions of GFC councilors on GFC items throughout this year
  - This will be done here but not announced at the general meeting
- Review of voting procedures
  - To ensure that we are doing the best that we possibly can.
- Work toward further inclusion of Par-time faculty
- Goal to approve our new Ethics bylaws by the 2011 AGM

#### *Collective Agreement Implementation*

- Focus on implementation of tenure system II
- Full incorporation of general criteria developed by APTC in the CA
- Correct Misinformation Regarding Research
- Maintain the collegial and non competitive culture of MR
- The executive will hold Q and A on the Collective agreement

### **3. President Profile**

- We are not going to discuss what we want in the next president: we are there to tell them
- We can get whoever we want to get so we can set our standards very high (they need to communicate this to candidates)

### *Qualities*

- PhD is needed: in an academic discipline with a minimum of 5 years teaching experience (doctoral degree is required)
- We are looking for a two term president
- Respectful of/appreciation for dual streams and the valuable contributions of each
- Evidence of a commitment to undergraduate education
  - We need to see EVIDENCE in their record of teaching, preferably, in the scholarship of teaching and learning.
- Skill set ahead of local context knowledge/experience
- Respect/appreciation for multidimensional faculty profile: PT, LT, PT FT, FT, TS, TSS, long service
- Type of Leader(ship):
  - Demonstrated Leadership Competency (must be between the level of Dean - President of a College)
  - Person has to clearly understand our vision and help us achieve our vision: we are not looking for a leader to tell us what we want to become). If we were to get a president from a university then they would likely already have a vision of what a university should be.
  - Needs to help us operationalize our vision
  - We want a leader not a manager (not autocratic)→need EVIDENCE of collaborative leadership
  - Must be aware of the role of the president in bicameral governance. His/her attitude toward it has to recognize how MRU works which is primarily academically guided
  - Where do we want to be in 5 years:
    - The protection of educational quality far outweighs any growth initiatives!!! Growth is not to come at the cost of our quality of teaching
    - Maintain small classes sizes
    - No graduate programs
    - The new president will inherit the academic plan which will be developed this year (we want it implemented in the next 5 years), we want to maintain integrity of both streams

### *Where to look.*

- Must be an external candidate
- From colleges or small and teaching focused undergraduate university
  - Our benchmark institutions (the premier undergraduate universities→STFX, WL, Mt. Allison, Acadia, Ryerson)
  - BC Universities and Colleges and Ontario Colleges
  - Small US liberal arts colleges

### *Where not to look*

- Nobody who has spent their entire career at a large research intensive universities

### *Personality Traits and Skills*

- Good interpersonal relations and collaboration skills
- Respect for labour unions/ good labour relations

- Commitment to diversity and equity
- Communicator extraordinaire

*Process:*

- This will be written up and we'll present and discuss with our membership: we will ask for feedback and have a vote (motion to endorse in principle or in entirety as a submission to the search committee)
  - We will have a motion to change the agenda at the beginning of the meeting to include in the president's report
  - Chantelle will send a reminder and it will include that the profile draft was presented and it will be discussed at the beginning of the meeting in the president's report
  - We will begin the discussion with reviewing the process we followed to develop this document. Since it was based on faculty input it will not be changed in any substantial way
- We will present this to the search consultant on Monday morning as a draft
- We must send a clear and unambiguous message: if there is conflict between our profile and the Board's then we need to be in as strong a position as possible to ensure that the President meets the requirements of the faculty.
  - If we go in cohesively and with a clear message it will make a huge difference.

Motion to defer item 4 to next Executive meeting

Moved: Qasim Syed

Seconded: Cari Merkley

Vote

Carried unanimously

Adjourned 2:50pm