

MACEWAN FACULTY ASSOCIATION

**Executive Reports to the Membership
for the Month of February 2011**

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Report from the President

My activities have included:

1. The FA executive continues to examine the governance structure that would best support the operational activities of the association. A sub-committee composed of executive members and faculty members has been formed to formulate the recommendations to our members to fulfill the requirements of the motion passed at the 2010 Annual General Meeting (AGM) that stated “That the Executive Committee further investigate governance models and return with a specific proposal for approval by the membership at the 2011 Annual General Meeting.”
2. I am a member of the University’s Presidential Search Committee. This committee has concluded its work in selecting a new president for MacEwan. The board of the University is now considering their choices. An update can be found at:
http://macewan.ca/web/Services/presidential_search/home/index.cfm?utm_source=presidentialsearch&utm_medium=redirect
3. Meetings of the Christenson Family Centre for Sport and Wellness Internal Review Task Team - a review committee that has been established to examine the operation of the Sports and Wellness Center (including the pool) – were held February 8th and 28th. A website has been set up for all faculty to review the minutes and progress of the task team. A sub-committee of faculty was established to provide further input to the faculty members on the Review Task Team. We met February 11th.
4. I am one of the members on the Faculty Standards Committee of the Academic Governance Council (AGC) that will be working on titling. This group met on February 9th.
5. I have been working with Aimee Skye, Cynthia Zutter, Denise Roy and Debbie Styles on the faculty evaluation forms and process. The FEC has issued a message updating the status of the evaluation process.
6. I attended a meeting of the Strategic and Resource Planning Committee of the AGC on February 2nd.
7. I attended a meeting of the Distinguished Alumni Selection Committee on February 9th.

Respectfully submitted,
Jerry Zdril

Report from the Vice President Executive

It was a rather quiet month in the VP Executive portfolio.

I attended the following meetings:

- a. **FEC** meeting on February 18th. The main topics of discussion were the implementation of the new evaluative instrument for lab and lecture courses as well as developing a clear

and concise communication plan. The recommendations of the Ad Hoc FEC committee were accepted and one new question was added to the instrument to capture student learning. Further work with the Ad Hoc committee will occur in the spring to begin testing the validity of the instrument.

- b. **Faculty Standards Committee** meeting February 9th. This is a subcommittee of the Academic Governance Council and I am a non-voting member along with Jerry Zdril. This group will continued to discuss issues regarding titling at MacEwan University.

In addition to these meetings, I worked with Denise Roy and Debbie Styles to create a document to distribute to faculty, chairs and deans regarding the implementation of the new lab and lecture instrument.

Respectfully submitted,
Cynthia Zutter

Report from the Board of Governors Representative

New President Appointed by Board - On February 18, 2011, John Day, Board Chair, announced the appointment of **Dr. David Atkinson** as Grant MacEwan University's fourth President. Dr. Atkinson has a strong academic background, and has served in the position of President for Brock University, Carleton University, and Kwantlen Polytechnic University.

Approvals – February 10, 2011 meeting

- Grant MacEwan University – Statement of Vision was approved by the board. **Peter Vogels**, Chair of the Academic Vision Steering Committee, and Alan Vladicka led this presentation to the board. The mission of the University is as follows:
- MacEwan in 2020 – Our Vision – **By 2020, MacEwan will be a distinctive comprehensive university with a curriculum designed to maximize quality, flexibility and accessibility. The University's ongoing commitment to teaching excellence will be complemented and supported by the engagement of both faculty and students in research, scholarly activity and artistic creation. Drawing on the inspiration of its namesake, MacEwan will be a leader in sustainability. The following features will distinguish Grant MacEwan University in 2020:**
- **Focus on Students** – Supportive interaction between students and University faculty and staff dedicated to fostering student success will continue to be a hallmark of MacEwan. The University aspires to be the first choice of students, faculty and staff with a passion for inquiry, creativity and contributing to our global community.
- **Learning Culture** – Student learning will be enhanced by both a research orientation and a strong practical component, built on the University's linkages with academic, business, professional and service organizations and communities, both domestic and international. Integration of the University community in a single sustainable campus will support the learning culture by enhancing interdisciplinary opportunities for students, program development, student support services and campus life.

- **Accessibility and Diversity** – Diversity of faculty and students will further enrich the educational experience at MacEwan and will be reflected in its curriculum and services. By serving a wide range of students, the University will foster appreciation and respect for diversity and a global and inter-cultural perspective in teaching, learning and research.
- **Unique Legacy** – Reflecting the legacy of its namesake, Dr. J.W. Grant MacEwan, in the areas of scholarship, lifelong learning, social responsibility and environmental stewardship. MacEwan will equip its students, faculty and staff well to leave their communities and the world better than they found them.
- Policy E2110 Assessment and Payment of Tuition and Student Fees – This policy describes the process for collecting tuition fee payments and student administrative fees.
- Policy E5210 Student Workers’ Compensation – The revised policy emphasizes that MacEwan is responsible for reporting requirements as legislated by the Alberta Workers’ Compensation Act.

Faculty Association Report

- Planning is now underway for the winter General Assembly of the FA, which will be taking place Thursday, March 3. Elections for the FA Executive Committee positions of President, Vice President Professional Affairs, and Vice President Dispute Resolution will be held at this time. Nominations for these positions are now being accepted.
- The FA Executive Committee has selected a new logo, which will be presented to the membership for approval of the final details at the winter General Assembly.
- Forty-eight (48) applications have been received for the **Shirley Kniazky Award** to Dependants of FA Members to Attend a Post-Secondary Educational Institution. This award, named in memory of long-term FA employee, Shirley Kniazky, will provide 10, \$1,000.00 scholarships to dependants of FA members. The draw to determine this year’s recipients will take place at the winter General Assembly.
- In an effort to improve communication between the FA Executive Committee and the faculty representatives on Academic Governance Council, a wine and cheese reception for the two groups, to be hosted by the FA Executive Committee, has been scheduled for Tuesday, March 15.
- The FA Policy Governance Sub-committee, established to consider the best possible model of governance for the FA as its membership continues to grow and face new challenges, has now met twice, and accepted the principles – not a specific model – of policy based governance. Members of this committee include **Shannon Digweed, Shahidul Islam, Colleen Maykut, Richard Pereschitz, Peter Roccia, John Tanasichuk, Jerry Zdril, and Cynthia Zutter.**
- As the start of collective bargaining approaches, the FA Negotiating Committee is preparing by increasing its meeting frequency from bi-weekly to weekly. It is anticipated that negotiations will start by mid-March.
- In response to concerns expressed by the membership regarding the new faculty evaluation student feedback instrument, the FA, in consultation with the Faculty Evaluation Committee

has established an advisory committee to review and make recommendations regarding the new instrument.

- The FA continues to monitor Academic Titling, and the progress of the newly created Faculty Standards Committee, through its non-voting status on this committee. In particular, the FA will be looking to ensure the inclusion of titling in the Collective Agreement at the appropriate time. Jerry Zdril and Cynthia Zutter represent the FA on this committee.
- **Richard Pereschitz**, Member-at-Large (Alberta College Campus), will assume the role of VP Professional Affairs on an interim basis while Cynthia Zutter acts as VP Executive during Aimee Skye's maternity leave.
- **Jerry Zdril** will represent the MacEwan FA at the February 5 meeting of the ACIFA (Alberta Colleges-Institutes Faculties Association) Presidents' Council in Edmonton.
- Congratulations to the following recipients of the University's Long Service Awards: **Ten years** – Lucille Mazo, Raymond Baril, Marcel Berard, Tami Bereska, David Buchanan, Son Doan, Megan Easterbrook, David Grant, Shahidul Islam, Romuald Lakowski, Curt London, Paul Lumsden, Nicole Malloy, Donna Mckenzie, Don McMann, Ross Shaw, William Thompson, BJ Anderson, Sharon Bookhalter, Gail Couch, Colleen Maykut, Bonnie Schwanbeck, Angela Vitale, Brian Keller, Cheryl Kuehn, Mico Kurilic, Darlene Lowe, Odette Pinko, Brigitte Rondeau, and Barb Woitas. **Fifteen Years** – Robert Einarsson, Lucio Gelmini, Lil Kison, Ron Meleshko, Diane Symbaluk, June Walker, Edna Berg, Liz Curry, Dianne Martin, Darla Maurer, Joanne Robson, Barbara Wilson, Kathleen Blasko, Susan Jones, Liz MacDonnell, Yvonne Rezek, Nick Ursulak, Frank Saccucci, Veronica Izsak, Wendy Kuzio, Raina Rudko, Maureen Wagner. **Twenty Years** - Darci Mallon, Kathy Neiman, Denise Roy, Nancy Digdon, Lynne Baker, Jennifer Cop, Sharon Hobden, Bev Verger, Linda Zahacy, Mark Arnison, Maria Wong, Janice Miller, Bill Venables. **Twenty-Five Years** – Marcel Hamel, Don Fisher, Kathy Wong, Margaret Cameron, Alan Knowles, Sandra Kostashuk, Naomi Langlois, Paul Byrne. Joan Patrick, Elaine Wowchuk, and Alan Vladicka. **Thirty Years** – Rita Long, Tony Fell. **Retirees** – Paul Saturley, Marian Allen, Elizabeth Karra, Barbara North, Louise Bureau, David Hannis, Chery Ann Hoffmeyer, and Chuck Lee.

Report on Faculty Scholarly Activities and Achievements

(Bachelor of Applied Human Service Administration/Bachelor of Child and Youth Care Program/Professional Resource Faculty – Librarians)

**Bachelor of Applied Human Service Administration
Report to the Board of Governors**

The Bachelor of Applied Human Service Administration Program (BAHSA) is a part time, distance, multidisciplinary applied degree program. Application to the program occurs on a continual basis, averaging 57 applications each year over the last 5 years, resulting in approximately 300 course registrations each academic year. The program is staffed by a .3 chair/faculty member, 10 term faculty members and a .5 program consultant.

The BAHSA program originally grew out of MacEwan's Early Childhood Administration Post Diploma Certificate Program based on demands from other Health and Community Studies Diploma Program Advisory Committees and alumni for expanded educational opportunities. In September 1999 (after a short stint as a post diploma certificate while approval for the applied degree was sought from Advanced Education), the BAHSA program was launched and became the first applied degree at MacEwan. As a distance program, we were also the first MacEwan program to be fully accessible through eCampusAlberta.

Drawing distance students from across Alberta and Canada, the BAHSA program is open to a diverse range of learners. As a multidisciplinary program, students enter BAHSA with a range of educational backgrounds, work and life experiences. We believe that this is one of our strengths. Our admission requirements ensure that applicants have already been successful post secondary students with a minimum of 60 credits in fields such as early learning, child and youth care, disability studies, mental health, addictions and social work. Recently there has been increased demand for the program from health service providers. The majority of BAHSA students are mature part time learners who are also working full time in their sector. Online, flexible and nontraditional learning opportunities combine to support their ongoing academic, personal and professional development needs and let them balance the demands of work, education and family life.

The human service sector including private, public, non-profit, community and voluntary organizations is growing in Canada with nearly 1.2 million in the paid labour force. Our graduates are employed in a range of human service settings such as early learning centres, group homes, social service and health promotion programs, and disability services reflecting the diversity of these services and the populations and communities they serve. Succession planning and retention issues in the sector create a growing demand for our graduates.

The curriculum of the program focuses on the leadership, management, and supervisory skills required to function effectively in a position of responsibility within a human service organization. The BAHSA program is specifically designed to facilitate their transition into a variety of management positions such as team leader, program supervisor, and executive director by providing academic and applied curriculum that develops the essential skills, knowledge and attitudes of these positions. The program melds the philosophical framework of the helping professions with the practical business know-how required to attend to the increased reliance of government on community based organizations to deliver human services and to address the resultant changes in the nature of the work in these agencies and the demands for increased expertise and innovation from people in these positions.

Although the applied degree credential in Alberta was originally conceived as a *terminal degree*, in our experience this has never been the intent of our program or the reality for our students. Graduates of the BAHSA program have successfully completed post graduate degree programs at institutions like the University of Calgary and Royal Roads University. New opportunities for graduate studies in non profit leadership are increasing and the recent introduction of a Graduate School Liaison position at MacEwan will only further help facilitate the movement of BAHSA alumni into graduate studies.

Faculty Highlights

Tricia Lirette (Program Chair) is currently a PhD Candidate at the University of Alberta in Educational Policy Studies. She is currently conducting a research study for her dissertation that examines the social organization of the Alberta Child Care Accreditation Program.

Carole Massing (Term Instructor) is on the Operating Committee for the Multicultural Health Brokers (MCHB) new intercultural child care centre located in McAuley School. She is also involved in curriculum consultation through MCHB with child care programs and Edmonton Public School Board Early Learning Programs.

Debbie Reid (Term Instructor) received a grant from Alberta Health Services, Collaborative Research Grant Initiative: Mental Wellness in Seniors and Persons with Disabilities entitled *Quality of Life as a Lens for Training and Evaluating Knowledge Development in Community Disability Services*. The intention of the project is to develop, deliver and evaluate the learning outcomes of a course on Quality of Life.

Debbie is also part of the team behind the CommuniTEA Infusion Van project launched in May 2010, through the Edmonton Learning Community – a group that advocates for people with disabilities. The CommuniTEA Infusion experience is essentially a mobile café/tea house (a converted 1972 Volkswagon van) that comes to a neighborhood street and creates a kind of town square where people can come together, get to know each other better and strengthen connections.

Petra Schulz (Term Instructor) has just completed a ten year term as a board member of the Little Bits Therapeutic Riding Association.

Nora Shea's (Term Instructor) research interests are in community and organizational development – specifically public policy, leadership development, capacity-building and program evaluation. Through her consulting firm, she recently completed a five-month assignment with the Grant MacEwan University Students' Association including an organizational review, new position descriptions, and a participatory strategic planning process. She also provided training in human resource processes, strategic planning and performance management systems.

Nora is also principle investigator in a project called Circle Alberta— a series of dialogues and events initiated in May 2008 that brings together Aboriginal and non-Aboriginal people to share perspectives and develop strategies on how to achieve enhanced inclusion of Aboriginal peoples in our economy and society. She is in the process of seeking funds to establish a research component to the project—an evaluation framework – so that data collection systems can be built into the project and a formal evaluation of the project can eventually take place.

Bachelor of Child and Youth Care (BCYC) Program

The BCYC program at Grant MacEwan is in its fifth year of degree delivery and is currently preparing a report for inclusion in the university's accreditation process with Alberta Quality Council.

The BCYC program recently received a report from Alberta Child and Family Services on a project done last year, comparing program competencies with those needed for work in frontline child protection positions. The results indicated an excellent match for these roles for both diploma and degree graduates. Many students currently complete senior placements with Alberta Child and Family Services and more are being hired each year into these positions.

STUDENTS

The program continues to offer students a diploma exit option after two years, but each year more students are choosing to continue into years three and four. Currently there are about 144 students enrolled in all four years of the program, not including part-time distance students.

The program hosted two student showcases in December to which MacEwan faculty, students and staff were invited. One included a presentation of a major journal and creative activity project completed by third year students as part of their Professional Child and Youth Care course. The second was a poster presentation by the fourth year class built around individual class-based research projects completed as part of their Child and Youth Care Research course. Both of these were successful celebrations of student achievement and learning, and offered students an opportunity to share their success with the university community.

Seventeen third year students will participate in a field study trip to Athlone Institute of Technology, in Ireland over reading week, 2011. This is the first time that this exchange has occurred but in the future it will be part of a regularly scheduled section of CYCW 302, Professional CYC Practice II. There are plans for Athlone students to come to MacEwan for a similar exchange next fall.

FACULTY:

A new full-time faculty member, **Ahna Berikoff**, commenced with the program this fall. Ahna has her Master of Child and Youth Care degree and is currently a doctoral candidate for a PhD in Child and Youth Care. Ahna came to us from Mount Royal University.

A BCYC faculty member, **Gerard Bellefeuille**, is currently working to edit a second edition of *Standing on the precipice: Inquiry into the creative potential of child and youth care practice* (2008), a book published two years ago by MacEwan Press. Three new chapters are planned, two of them written by MacEwan BCYC faculty – **Jenny McGrath** and Gerard Bellefeuille.

Professional Resource Faculty – Librarians

There are currently 11 full time continuing librarians at MacEwan, 1 probationary librarian and 6 term librarians.

Providing seamless access to library collections and services is a major component of professional work. As such, Librarians engage in a wide range of professional activities that include both print and digital collection development, reference and research services, liaison and collaboration with instructional faculty and information literacy instruction at four campus libraries. In 2009/2010, a total of 509 information literacy classes were delivered to 12,757 students at MacEwan. In September and October of 2010, 343 sessions were delivered to 8119 students. These range from introductory sessions to advanced discipline specific research sessions.

As with their instructional colleagues, librarians place high priority on librarian student interaction and offer a wide range of specialized services to students that include being embedded in academic departments, discipline specific research consultations and reference services that include instant messaging, telephone, e-mail and in person at four campus libraries.

A major focus of the library faculty is their work developing a comprehensive undergraduate library that meets the needs of students and faculty in all areas of study at the University and is responsive to the curriculum and the University's strategic directions. To this end, Librarians engage in professional activities, scholarship and service.

Recent Library Faculty Activities and Highlights

Sonya Betz- MLIS, MA, South Campus Librarian

- The Alberta Library Next symposium – participated in visioning the future of Alberta's Libraries (October 2010)
- "Bridge building and border crossing: the collaborative story of an online information literacy tutorial," with Karen Hering, Jody Nelson, and Virginia Pow. LOEX of the West, Calgary, AB. (June 2010).

Richard Hayman – MLIS, MA, English Librarian

Presentations:

- "Open education: Current issues and directions for the future," with E. Smith. Canadian eLearning Conference, Edmonton, AB. (June 22-25, 2010).
- "Libraries and open education: Opening new doors for twenty-first century teaching and learning," with E. Smith. Alberta Library Conference, Jasper, AB. (April 29-May 2, 2010)

Publication:

- Hayman, R. (2009). Human rights software: Information support solutions for social justice. *Information for Social Change* 29, 44-67.

Rooxy Garstad- MLIS, Special Projects Librarian

Unpublished research:

- Electronic reserves – MacEwan library feasibility study and needs assessment - first draft completed October 25, 2010

Karen Hering – MLIS, Psychology, Science and Physical Education Librarian

Unpublished Research:

- Best practices for developing a digital repository at MacEwan University

Presentations:

- “Designing learner-centred electronic classrooms for information literacy instruction.” Alberta Library Conference, Jasper, AB. (April 2010).
- “Good, Better, Best – in Peer Learning: a non-evaluative self-reflection model to improve teaching.” WILU, McMaster University, Hamilton ON. (May 2010)
- “Bridge building and border crossing: the collaborative story of an online information literacy tutorial,” with Sonya Betz, Jody Nelson, and Virginia Pow. LOEX of the West, Calgary, AB. (June 2010).
- "Research Assignments that Hook your students." Faculty Development Day workshop. (Sept 1, 2010)

Brian Jackson, Research Librarian, MLIS

Presentations:

- Library Research Services Needs Assessment. A comprehensive needs assessment that will make key recommendations on what is required to provide effective research services to faculty and senior students. (2010-11)
- “The Information Needs of Academic Researchers in an Interdisciplinary Subject Area: Aboriginal Studies.” Canadian Library Association National Conference and Trade Show, Edmonton, AB. (June, 2010)
- “A Rough Guide to Research Help.” Faculty Development Day workshop. (Sept 1, 2010).

Jessica Knoch, MLIS, Information Literacy Coordinator and Nursing Librarian

Presentations:

- “Roving Reference: The MacEwan Experience in Three Acts.” Alberta Library Conference, Jasper, AB. (April, 2010).
- "Research Assignments that Hook your students." Faculty Development Day workshop. (September 1, 2010).

Unpublished research:

- Exceeding expectations: A vision for library services to undergraduate nursing. Final report of the BScN Library Needs Assessment (December 2009).

Katherine Koch MLIS, Library Chair

- The Alberta Library Next symposium – participated in visioning the future of Alberta’s Libraries (October 2010)

Valla Maclean MLIS, MA, Assessment Coordinator and History, Classics, Philosophy and Languages Librarian

Presentations:

- Library Assessment Conference – Baltimore, Maryland – October 25th to October 27th. Poster Presentation – Project SAILS: What's in it for you and your students
- Information Seeking Behaviour of History Undergraduates: a citation analysis (begins Fall 2010, ends April 2011)
- “From the shallows to the deep- how students move from Google and Wikipedia to using scholarly information in the discipline” Faculty Development Day workshop (Sept 1, 2010)
- “Publishing your dissertation, thesis or final project,” with Genevieve Johnson, Kevin Friesen, Noufou Ouedraogo and Muhammad Hossain. MacEwan Professional Development Day. (Fall 2009).

Judy Moore MLIS, Strategic Projects Librarian

Unpublished Research:

- A key focus for Grant MacEwan University Library is the development of an Information Literacy Strategy. The goal is to ensure that MacEwan students graduate with well developed information literacy skills enabling them to succeed whether they are entering the workforce or pursuing post-secondary study. This project will establish a comprehensive five year plan in this area. (2010-11)

Presentations:

- “Check Out the Writer! A Model for Success in Adult Library Programming” Washington Library Association/Pacific Northwest Library Association Joint Conference, Victoria. (August 2010).
- “Travels in Customer Service - From Good to Great Destinations” Customer Service Workshop for Camosun College Libraries, Victoria. (February, 2010).

Eva Revitt, MLIS, Campus Librarian, Centre for the Arts and Communication

- The Alberta Library Next symposium- participated in visioning the future of Alberta’s Libraries (October 2010)

Unpublished Research:

- Development of metadata guidelines for the Digital Asset Management Project (DAM) at Centre for the Arts and Communication

Yvonne Rezek MLIS, Collections Coordinator

- Seconded to The Alberta Library (TAL) from November 1, 2010 to July 29, 2011. The Alberta Library is an award-winning consortium of over 290 member libraries that works to promote barrier-free access to information, ideas and culture. Members include academic, public, and government libraries in Alberta. Yvonne has been appointed to the position of Licensing Librarian. In this role, Yvonne is responsible for negotiating agreements for online resources such as databases, e-bookpackages and journals on behalf of its member libraries to improve access to information for Albertans.

Melinda Spears MLIS, Reference Librarian

Presentations:

- “The Human Library comes to MacEwan.” NEOS Miniconference. (June 2010).

Sandy Stiff MLIS, Acting Collections Coordinator

Presentations:

- “Roving Reference: The MacEwan Experience in Three Acts.” Alberta Association of College Librarians Annual Meeting, Edmonton, AB. (November 26, 2009).
- “Roving Reference: The MacEwan Experience in Three Acts.” Alberta Library Conference, Jasper, AB. (April, 2010).

Robert Zylstra MLIS, MA, Music and Performing Arts Librarian

Published Research:

- Zylstra, Rob and Stephanie Thero. (2010). “Libraries Evolve to Stay Connected: Building the YourLibrary iPad App.” *Feliciter* 56(5): 204-206

Unpublished Research:

- MacEwan Bachelor of Music, Library Needs Assessment. A comprehensive needs assessment to determine library needs of students enrolled in the new Bachelor of Music degree (2010-11).

Presentations:

- “Goin’ Mobile.” Access 2010, Winnipeg, MB. (September, 2010).
- “Goin’ Mobile with the Polaris API.” Polaris Users Group Annual Conference, Liverpool, NY. (Sept/Oct, 2010)
- Open Data Initiatives with ILS Software – Why this matters to you!” Polaris Users Group Annual Conference, Syracuse, New York (October 1, 2010)
- “Using Google Analytics to Track OPAC Statistics.” Polaris Users Group, Myrtle Beach, South Carolina. (October 2009)

Respectfully submitted,
Chaldeans Mensah

Report from the Vice President Professional Affairs

Faculty Development

- One meeting held in January (February meeting was cancelled).
- Reviewed projected 2010-2011 Faculty Development Funds Allocation (Continuing and Sessional - \$968.00; Term - \$110.00 – these represent slight increases over previous two years).
- As you probably are already aware, the FD Coordinator position was reposted (there were no applications during the December posting) to include candidates outside of GMU.
- John Friesen has been appointed Faculty Commons Acting Research Officer.
- New programming/services include:
 - Teaching Excellence Program
 - Peer Consultation
 - Information Literacy Learning Community

Respectfully submitted,
Richard Pereschitz

Report from the Vice President Communications and Research

My time in February was devoted to developing and writing a communication plan to present at the February executive meeting. In it, I outline an editorial process whereby communication needs are assessed and appropriate steps taken to ensure communication with the membership is as effective as possible. The focus in the plan is to communicate with our membership through the FA website.

- I will present the plan again in March since not all executive members were present when I discussed the plan.

Respectfully submitted,
Karen Zypchyn

Report from the Treasurer

A. Finance Committee - Chair

The Finance Committee met on January 27 at 3:30 p.m. and, more recently, on February 10 at 3:30 p.m. As our duties this upcoming fiscal year on the Finance Committee have been increased from previous years, we have been meeting every two weeks. We discussed, as a committee, not only the processes of preparing an upcoming FA budget, but also that the committee will be responsible for preparing sample budgets for any policy based governance scenarios to be presented to the membership in April.

I presented three potential governance financial scenarios to the committee and we discussed the salaries associated with the three scenarios. The three presented included changes to several budget lines that would be associated with a full-time Executive Director, a part-time Executive Director, and a full-time Executive Assistant. I have been tasked with now going back to the Policy Based Governance Committee in order to clarify salary levels.

The Finance Committee has also been discussing the FA reserves and how this money is working in terms of placement, security, and interest paid. Sylvia Leskiw, a new member on our committee, kindly agreed to review our current investments and holdings of the reserve funds. Celine Miller, Sylvia, and I visited our accounts manager at RBC on January 27 at 10:00 a.m. The meeting was very informative and we discussed the types of investments and the options that RBC has available for the FA. Sylvia has since further investigated our investments and provided the Finance Committee with a details report and several new and more lucrative options for investing our reserves, as well as making sure they are insured properly. I will now take this information to the Executive at the February 23 meeting to present the options to the Executive, as well as discuss moving some of the reserve funds into more appropriate investments.

More details on this can be provided upon request to the Finance Committee. The next Finance Committee meeting is scheduled for Thursday, March 10 at 3:30 p.m.

B. Policy Based Governance Model

On December 17, we discussed the type of model that will need to be created. We have since been supplied with several examples from other comparable institutions on their governance structure and Executive Director position. The subsequent meeting on Monday, January 24 involved the design and discussion of what type of model the committee would be interested in. The discussion was very productive and the committee has decided to move forward with constructing a policy based model that best fits with the needs of the FA and the institution. We then spent some time establishing what Executive positions would need to remain, what positions could be moved into a board director position, what the compensation for board members might entail, and, finally, what the Executive Director would be in charge of and who he/she would report to.

Further details can be requested from the Policy Based Governance Committee. Our next meeting is scheduled for March 4 at 2:30 p.m.

C. Financial Evaluation - General

I continued streamlining of the Treasurer duties and compiling a detailed list of all duties, files, and dates of meetings in order to ensure a smooth transition for incoming Treasurers. By making sure that financial processes are efficient and properly recorded and maintained, transition into the position by future members will be easy and straightforward.

I continued tracking of monthly budget spending. To date, we are well within the parameters of each budget line (no overspending has occurred). The budget report can be provided upon request. This spending information was made available and distributed to the Finance Committee at our most recent meeting.

D. Executive and Other Committee Meetings

As an Executive member I have been involved in several meetings over the last month;

1. Attended FA Executive meeting in January.
2. Ongoing meetings with Celine Miller for financial updates and cheque signing.

Respectfully submitted,
Shannon Digweed

Report from the Vice President Negotiations

Dear All,

I am happy to report that FANC has, with the exception of some tweaking here and there, completed all of its bargaining proposals in preparation for negotiations. These proposals cover a broad spectrum of topics from workload to parental leave to improvements in working conditions for *all*. As a committee we have constructed close to two dozen detailed proposals, with the goal of bringing about improvements for *all* of the groups that we are charged with representing.

Since we have yet to exchange proposals with administration, I am unwilling to go into any great detail with respect to content in this report. Note, however, that **our bargaining proposals will be presented to all faculty at the winter general assembly on Thursday, March 3rd**. At the general assembly, FANC will be asking for your approval to move forward with our bargaining proposals. I would encourage all to attend. We anticipate that negotiations will begin shortly after the general assembly.

I would like to take this opportunity to publicly thank all of the members of FANC for their hard work and dedication in preparing what I believe is a very comprehensive collection of proposals. During the winter term we have met on a weekly basis to debate, construct and refine our items for negotiation. Committee members have also put in considerable effort outside of these meeting times to research and draft individual proposals. We have also spent some time thinking about how we might prioritize these bargaining proposals, both literally, and more philosophically, should we be forced to make hard decisions that might benefit one faculty group, whilst leading to others “missing out” on seeing all of their desires met. FANC is a very diverse and dynamic committee and I hope that you will all support us and have confidence that we will endeavour to get the best outcome for everyone.

Since this report is intended to serve, in part, the needs of the FA Executive Governance Committee, let me assure you all that I have been taking my role of FANC chair seriously. I should also point out that I have only taken one course release in assuming this responsibility. In my role as committee chair, I have spent 55 hours in meetings and a further 75 hours researching and writing proposals for negotiations. Countless hours sending and replying to emails have not been as accurately tracked! It is my intention to attend the up-coming negotiations advisory committee (NAC) meeting (Edmonton) and the 2011 CAUT Forum for Chief Negotiators (Ottawa), both weekend events that take place in March.

As always, I am more than happy to respond to individual questions, comments and concerns. Please do not hesitate to get in touch.

Respectfully submitted,
Jonathan Withey

Report from the Vice President Dispute Resolution

The potential harassment complaints I reported in my previous report are still around, although some progress has been made on some fronts. Other newly arrived issues are workloads and employment issues. We are working diligently on those. We had our Grievance Committee meeting on January 26 and the Grievance Committee approved the request of one of our members to solicit outside legal counsel. Other than this general reporting, I do not have anything specific to report at this time. If any issue arises that our membership needs to be apprised of, I will bring that to you. As always, it is my humble request to you all to come forward with your issues or complaints. You are most welcome to forward you question, concern or comment to me in any means (emailing islams@macewan.ca or phoning 780-497-4792 or dropping by 7-368C at City Centre). You may also contact our PRO, Sean Hillman in any means (emailing Hillmans@macewal.ca or phoning 780-633-3594).

Respectfully submitted,
Shahidul Islam

Report from the Professional Resource Officer

Dear members,

Here are the activities in which I have participated since my last report:

Bargaining

The members of FANC have put in a lot of work over the past month drafting and refining the proposals we intend to present to the administration at the bargaining table. We have an extensive list of proposals that we will share with the members at the general assembly on March 3. We believe these proposals address issues on behalf of each of our constituencies, and reflect what you told us were the important issues for this round of negotiations.

In an effort to provide greater clarity and transparency to our members about what is happening at the negotiating table, FANC plans to regularly report on negotiating sessions in the password-protected forums on the FA website. If you have not yet signed up for access to the forums, please contact Celine Miller.

Disputes and Grievances

The grievance committee met on January 26 to discuss whether to obtain a legal opinion on behalf of a member who is considering a formal harassment complaint. Based on the grievance committee's recommendation, the executive committee approved obtaining this legal opinion. I am currently working with our lawyers to get the opinion drafted and present it to our member.

As mentioned in my last report, we have another member who has initiated a complaint under the Harassment Policy. The university has responded quickly to this complaint, bringing in a professional mediator to deal with the issues raised by the member.

Other Activities

I met with Terry Sway, ACIFA Labour Relations Officer, and Joe McFadyen, NAIT Academic Staff Association Labour Relations Officer on February 7. We discussed issues that are occurring at other campuses across the province, as well as negotiations and reports from Terry's ongoing discussions with senior administrators in the Ministry of Advanced Education and Technology.

The Finance Committee met on January 27 and February 10. The focus of these meetings was on the FA's investment portfolio. The finance committee is investigating ways to achieve higher returns on our investments, while ensuring that our reserve funds are protected against any losses. This will allow us to reach the goal stated at last year's AGM of having at least one full year's budget in reserve funds, in addition to the \$100,000 we have set aside for dispute resolution.

Finally, Celine and I met with representatives from Facilities, as my office will be on the move again this year. While we do not know exactly when the move will occur, we expect that sometime in May, I will be moving over to room 7-164K here at the City Centre Campus.

Respectfully submitted,
Sean Hillman