

**MACEWAN FACULTY ASSOCIATION**

**Executive Reports to the Membership  
for the Month of November 2010**

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## Report from the President

- There was a resolution to the bi-weekly payroll issue that was concerning to our members. I would like to clarify the impact that the grandfathering option has on the payment of salary for continuing members.

I will start by first stating that “The grandfathering payment that consists of two weeks of pay in January will not deducted be from a faculty members final pay upon termination of employment.” The effect of the grandfathering payment is to change continuing faculty members from the proposed arrears payroll system to an advance payroll system (similar to what we currently have in place).

The payment on January 14th will be paying you for work completed up to January 15th. The payment on January 25th is paying you for work completed up to January 29th (4 days in advance). This advance situation will continue until you complete your final day of employment at MacEwan.

The final payment upon termination of employment will include payment for all the days worked since the last pay period end date. There is no deduction for the grandfathering payment of two weeks from that final payment. Only in circumstances where the final date worked would have included any pay in advance will those dates paid in advance be deducted from that final pay. For most continuing faculty, that would not be the case.

Pensionable earnings are not affected by the grandfathering payment since the employee receives their full employment earnings up to their final date of employment.

- 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.”
- I am a member of the University’s Presidential Search Committee. This committee is continuing its work in selecting a new president for MacEwan. For updates see the Presidential Search Committee website:  
[http://macewan.ca/web/Services/presidential\\_search/home/index.cfm?utm\\_source=presidentialsearch&utm\\_medium=redirect](http://macewan.ca/web/Services/presidential_search/home/index.cfm?utm_source=presidentialsearch&utm_medium=redirect)
- There have been further 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). A website has been set up and will soon be open to all faculty to review the minutes and progress of the task team.

- I am one of the members on the Faculty Standards of the Academic Governance Council (AGC) that will be working on titling.

Respectfully submitted,  
Jerry Zdril

### Report from the Vice President Executive

*Submitted November 24, 2010, for the period October 20 to November 23, 2010*

### **Faculty Evaluation**

Over the past 4-6 weeks, I have been on the rather steep slope of a learning curve with regard to Faculty Evaluation issues and procedures. After raising concerns with recent changes to Faculty Evaluation instruments proposed in the September FEC meetings, I have had numerous meetings or discussions with faculty members and chairs, and with past and present members of the FEC. In addition, I have spent considerable time scrutinizing both recent and historical information related to the activities of the FEC, both recent and past. As a result, I have a much better understanding of the historical changes to faculty evaluation that occurred prior to my taking office in April, 2010 and better insight into the working and operating procedures of the FEC, both of which will be incredibly helpful going forward.

Ultimately, the FEC, the EVPA, and the VPAR did respond to our letter outlining concerns. Some of this response indicated that the proposed changes were not as abrupt as they might have appeared, and that members of the FEC past and present made a series of decisions over the past few years that shaped the current direction and evolution of the instruments. At the same time, it also became clear out of the inquiry process that communication and education to faculty members has not been as effective as many FEC members anticipated, and that there is a need to clarify the roles of FEC members, and the FEC operating procedures. I have been working with the FEC co-chairs on both fronts, and going forward, faculty should see several initiatives adopted to provide information about evaluation procedures and changes, and education on the additional means and resources available to help faculty meet their course evaluation and formative feedback needs.

As a result of the less than ideal communication within the FEC and between the FEC and faculty members recently, I urged the FEC to hold a forum to solicit feedback from faculty regarding the proposed redesign. This forum was held on November 22. Nearly 50 faculty members were invited, and roughly 15 participated in person or sent in comments. Overall, the feedback was quite useful, and raised some interesting points for consideration as the FEC determines how to move forward. The results of this forum will be discussed at the upcoming FEC meeting on November 26. So, please stay tuned on this front.

## **Bi-Weekly Payroll Concerns**

All executive members, including me, were involved this past month in deciding how to represent our members' concerns about bi-weekly pay. We collectively agreed that the university's proposal and options would violate the collective agreement, and worked to craft a notice to Administration to that effect. I also had discussions about Administration's response with Jerry and Sean, and ultimately supported the current resolution and options that are available to members.

## **Social Events and Planning**

While Celine and MSA counterparts have taken on the lion's share of planning the family Christmas Party on December 4 (and many thanks to them for that!), I have continued to stay in regular contact or attend planning meetings regarding this event. Tickets must be purchased this week, so if you haven't already, please get your tickets!

## **Administrative Duties**

Over the past month, I have been involved in a number of general administrative meetings or tasks, including:

- Regular executive meetings, and responding to member inquiries and staff requests

Respectfully submitted,  
Aimee Skye

## **Report from the Board of Governors Representative**

As there is no Board of Governors meeting during November, a report will not be submitted at this time. Watch for a report to follow December's Board meeting.

Respectfully submitted,  
Chaldeans Mensah

## **Report from the Vice President Professional Affairs**

## **Faculty Development**

One meeting of this committee was held in November.

Review of the Supplemental Fund and Term Faculty Fund were completed on November 25. Fifteen applications to the Supplemental Fund were chosen and eight applications for the Term Fund. As has been the trend, there were more requests than available funds, but there is a second round of funding for the Supplemental Fund in January, 2011 and to the Term Faculty Fund in January and April, 2011.

## **Sports and Wellness Center Review committee**

Although no meetings were held during November, a survey was distributed to all stakeholders and the results will be compiled for December, with recommendations coming to the committee in January, 2011.

## **Organizational Development Day Planning Committee**

At our November 17 meeting, there were a number of suggestions for our keynote speaker for OD Day in February. There were many choices and the committee is still deliberating. *However, a theme for the day has been decided, Boomers to Millennials – Working in a Multi-generational Society.*

## **FA Activities**

In addition to attending the monthly scheduled meetings for executive, I have also been part of meetings with the FA from Mount Royal University and AUCC representatives.

## **ACIFA Professional Affairs Committee Meeting**

On November 20, the ACIFA PAC group met in Calgary. The meeting focused on discussions regarding the 2011 conference to be held at Lake Louise, May 29 to June 1. The theme of the meeting is *All Roads Lead to Learning*, and it is being hosted by the SAFA (SAIT FA). The first call for proposals has been issued, with final submission required by February 18, 2011. This meeting is a great opportunity to present new research findings to colleagues and re-acquaint with faculty across the province.

The *Innovation in Teaching* award sponsored by ACIFA is also seeking applications. The winner receives \$1500 and another \$500 is donated to that instructor's FA. Applications are due to the MacEwan FA in early February and then submitted to ACIFA by February 25, 2011.

Respectfully submitted,  
Cynthia Zutter

## **Report from the Vice President Communications and Research**

Dear members,

For the month of November, I have had to spend more time meeting the obligations of my teaching duties (teach four courses; have had to mark several writing assignments) than my executive committee duties.

## **Meetings**

- Attended the General Assembly meeting in early November

- Attended a joint meeting with Mount Royal University Faculty Association on Nov. 19<sup>th</sup> to discuss common issues facing both associations

### **Soliciting Content for Site**

- Discussed with Sean Hillman the need to post content to our website concerning the Health Spending Accounts. We discussed how information about the account is not easy to find on the MacEwan corporate site.
  - I asked him to write an article about
    - How the account works
    - What it can cover for members
    - Where forms can be obtained
- I concluded that I will need to create a new information page on our site that will provide links to relevant information on the HSA.
- This information will be needed by the end of November in order that I may edit and post it as soon as possible to give members time to collect all necessary receipts and fill out forms so that they may receive a payment in January if they wish. Payments are only provided twice a year.

Respectfully submitted,  
Karen Zypchyn

### Report from the Treasurer

#### **A. Finance Committee - Chair**

Have now set a meeting of the Finance Committee for December 10th. It is essential that the committee meet at least once in the fall to discuss the structure of the budget, the appropriateness of each budget line and the reserve funds. In recent years there has not been consistency in what amounts were moved into reserve fund accounts and to what end we are 'saving' this money for. With the assistance of the Executive, Finance Committee and Celine Miller I would like to evaluate our reserves and make sure they are meeting our needs.

The finance committee will also need to discuss potential changes to the budget that will occur if a policy based governance model is passed at the spring Annual General Meeting. We must be prepared to present various budget scenarios to the membership at that meeting.

#### **B. Policy Based Governance**

In November the FA Executive established a committee to explore and finalize the presentation of a policy based governance model to our membership. I feel that this is a valuable and worthwhile move for the association and therefore let my name stand for the committee. As Treasurer I feel it is important for me to sit on this committee in order to properly advise the finance committee on any potential budgetary changes. Additionally, I have ample experience with policy based governance and hope to provide what knowledge I have to the subcommittee.

### **C. Other Duties**

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

1. Attended FA Executive meeting in November
2. Attended General Assembly meeting in November.
3. Attended CAUT and FA Executive meeting in late October.
4. Attended meetings with visiting AUCC Presidents, one for all faculty and one for FA Executive.
5. Ongoing meetings with Celine Miller for financial updates and cheque signing.

Respectfully submitted,  
Shannon Digweed

### Report from the Vice President Negotiations

Dear All,

Since my last report, the deadline for completing the pre-negotiations survey has passed. Over 400 completed surveys were received: thank you to all who took the time to provide FANC with their feedback. The large volume of written comments that were received is particularly noteworthy. Because of the survey design, it has been possible to organize these written comments into specific groups, e.g. those from Arts and Science, Business, Chairs, term instructors, professional resource faculty, etc. This will no doubt prove advantageous in helping FANC determine how various groups perceive the key issues as we prepare for collective bargaining. It had been the initial intention of FANC to hold a pre-negotiations update on November 25<sup>th</sup>. But owing to the huge volume of information returned in the completed surveys, it seemed more prudent to process, digest and ultimately use this information as intended, prior to reporting back to faculty.

The negotiations update will be re-scheduled for the new year, by which time FANC will then be in a position to clearly present the issues that we have chosen to table, and what we see as their relative priority. Feedback *from* members will also be more prudent at this time. In essence, it is more fruitful for FANC to demonstrate our interpretation of the results, rather than to simply present the results. In the mean time, members will receive a summary document that details all statistics stemming from completion of the 'sliding bar' questions. The summary document will be distributed at around the same time as this report.

My initial reaction to the usefulness of the survey results is mixed. It is not yet clear to me whether the 'sliding bar' questions have provided an obvious prioritization of the issues for the various member groups. Needless to say that a 'salary increase' rates very highly across the board, but I don't believe that we needed a survey to highlight this! The detailed workload analysis for instructional faculty returned varied results, although it appears that the interplay between teaching and scholarly activity is the most important. The strongest message came from

term Professional Resource Faculty, Faculty/School Advisors and IA's who demonstrated unequivocally that there is a need for "more full time positions for which I am eligible."

On November 1<sup>st</sup>, Sean Hillman and I met with Brian Pearson to briefly exchange what appeared to be emerging as issues for negotiation. From the perspective of Administration, it seems that their major discussions and proposals will focus around performance measurement, workload and annual reports. There is some trepidation about the effect that a new president (and his/her vision/mandate) may have on the environment at MacEwan. It is fair to say that the bi-weekly pay saga has put a huge dent in pre-negotiations prep. from the perspective of Administration. It now seems likely that we will not meet at the bargaining table until early March.

On November 20<sup>th</sup>, I attended the Negotiations Advisory Committee (NAC) meeting in Calgary. This is a round-table meeting for negotiators and labour relations officers who fall under the umbrella of ACIFA. With FANC in pre-negotiations prep., the most useful information from this meeting concerned settlement and negotiation reports from other institutions. If anyone is interested in reading various institutional reports, I would be happy to forward them on to you. Of particular relevance to our membership is the July 2010-June 2012 collective agreement for Mount Royal University. Although not being tabled for our next round of negotiations, many of you may be intrigued by the handling of titling and its relationship to salary. It may interest people to know that it is possible for an existing faculty member at Mount Royal to achieve the rank of Full Professor on the basis of exemplary teaching and service alone. My general impression is that MacEwan and Mount Royal are, perhaps, currently approaching the titling issue from opposite ends of the spectrum. A continuing member at Mount Royal is automatically "elevated" to the Associate Professor designation and its accompanying pay grid, whilst faculty at MacEwan are completing detailed application packages to have the "honour" of the Assistant Professor title bestowed upon them. At our own institution, however, the debates about titling are only beginning...I will leave you with a quote from the NAC meeting:

*"Faculty members tend not to make very good negotiators."*

Respectfully submitted,  
Jonathan Withey

#### Report from the Vice President Dispute Resolution

In my last report, I informed you of scheduling a Grievance Committee meeting on November 1, 2010 to discuss a potential grievance of the bi-weekly pay issue should it not be resolved by then. As you all are now aware, an agreement was reached between the Faculty Association and the University and a Letter of Understanding was signed on October 29, 2010, and the meeting was considered not necessary and cancelled. The content of the Letter of Understanding was presented to the members during our last General Assembly on November 4, 2010.

At this time, I do not have any contentious dispute issues to report. As you know, most of the cases are resolved before going to the formal grievance process. If you have any questions or concerns or comments, please pass those on to me in any means (emailing [islams@macewan.ca](mailto: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 [hillmans2@macewan.ca](mailto:hillmans2@macewan.ca) or phoning 780-633-3594).

Outside of my portfolio, I am involved the celebration of MacEwan's 40<sup>th</sup> Anniversary celebration (40 one-time scholarships will be the big event for that) next year, and planning of the Children's Christmas Party, which will be on December 4, 2010.

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**

FANC is currently working through the data provided by our members in the bargaining survey. We had a better response than ever before to the survey, including many written comments. FANC members are sorting through the comments and the data provided by the survey results to determine the main themes that concern our members for the upcoming round of bargaining. We will start turning these themes into our bargaining priorities and present them to you in the new year.

We anticipate that bargaining with the university will begin in late February or early March. Jonathan Withey and I have been meeting regularly with MacEwan HR reps to discuss issues that each side may wish to discuss at the bargaining table. Obviously, we can't share the specifics of those discussions at this point, but I can say that there appear to be some issues that both the FA and the university are interested in discussing.

I attended the ACIFA Negotiations Advisory Committee meeting in Calgary on November 20. As we are in a negotiating year, it is important to hear what issues are occurring at other post-secondary institutions in the province, and what types of settlements other faculty associations have achieved. I hope you all read Jonathan's email regarding the new Mount Royal University collective agreement.

#### **Disputes and Grievances**

The Grievance Committee was scheduled to meet on November 1 to discuss the bi-weekly pay issue, and whether they should recommend that the Executive Committee file a grievance on the matter. We agreed to the letter of understanding on the issue on October 29, so the meeting was cancelled. We were able to get this letter of understanding only after a number of meetings with senior university administration and, most importantly, the outpouring of concern expressed by our members individually.

There are no formal grievances on the books at this time. I have been dealing with a number of issues on behalf of members. These include issues around vacation days, pension contributions, workload and harassment. At this point, we are trying to resolve these issues informally, without having to resort to a formal grievance.

### **Benefits Committee**

The Joint Benefits Committee will meet next on January 11 to further discuss potential changes to the extended health plan. These include a direct-pay prescription drug card, a low-cost alternative prescription drug plan, and providing health benefits to MacEwan employees over the age of 65.

### **Other Activities**

The Executive Committee met with Jim Turk, Executive Director of the Canadian Association of University Teachers (CAUT), on October 28. Jim was able to provide a lot of insight into how CAUT operates, and what it can do for FA members through our affiliated membership in CAUT (via ACIFA). We learned last year how valuable this help can be during the failed negotiations for a new MacEwan Intellectual Property policy. CAUT provided valuable advice during those negotiations, at no additional cost to the FA beyond our membership fees.

On November 19, the Executive Committee met with the Mount Royal Faculty Association executive, via videoconference. This was an extremely valuable meeting to discover issues that are of importance at both institutions. As sister institutions, we share many similarities, along with some important differences, so it is vital that we work together to achieve common goals. I hope these meetings become a regular occurrence in the coming year.

Respectfully submitted,  
Sean Hillman