

**MACEWAN FACULTY ASSOCIATION
EXECUTIVE COMMITTEE MEETING
M I N U T E S**

Date: Wednesday, August 31, 2011
Time: 3:00 to 6:00 p.m.
Location: Room 7-104, City Centre Campus
Present: Joe Childs, Shannon Digweed, Bob Graves, Chris Hancock, Ann Little, Valla McLean, Chaldeans Mensah, Aimee Skye, Jonathan Withey, Jerry Zdril, Cynthia Zutter, Karen Zypchyn
Guests: Janet Paterson-Weir
Regrets: Richard Pereschitz

I. Approval of Agenda

Item 3.9 Hiring of Out-of-Scope Librarians was added to the agenda. The agenda was approved as amended.

II. Approval of Minutes

M/S/C Cynthia Zutter/Shannon Digweed
THAT the minutes of the June 16, 2011 meeting be approved as circulated.

III. Items for Discussion/Approval

3.1 Faculty Commons Review

Janet Paterson-Weir reported that Banister Research & Consulting Inc. were contracted to carry out an external review of the Faculty Commons. Between June 28 and July 8, 2011, a total of 63 faculty members (from a random sample) responded to the online survey conducted by Banister Research. Janet then went over the executive summary of the survey, and responded to questions and comments from the FA Executive Committee.

While the review of the survey was appreciated, the FA Executive Committee indicated that the survey did not really address the concerns raised, particularly surrounding leadership and openness/transparency, by Jerry Zdril on behalf of the Executive in his June 27, 2011 letter to Janet (which Janet acknowledged in writing on July 6, 2011). With regard to leadership issues, Janet noted that there are legal considerations to conducting what could be perceived as a public evaluation.

Further to his letter, Jerry revisited the idea of creating an advisory group for the Commons. It was noted that there are a number of committees that already exist to advise specific areas of the Faculty Commons, and consideration would need to be given as to how an overall advisory group would fit into this existing structure. **Bob Graves, Chris Hancock, Cynthia Zutter, and Karen Zypchyn** volunteered to form a sub-committee, to work over the next six to eight months, to determine the feasibility of establishing a Faculty Commons advisory group.

Jerry thanked Janet for her time.

3.2 FA BBQ

Celine Miller reported that everything is on track for the September 9 barbeque.

3.3 Negotiations Update

Jonathan Withey reported that bargaining took place until July 7, and then the two sides took a break for the summer. Negotiations resumed again on August 29, and weekly bargaining sessions have been scheduled until the end of October. FANC and the University are close to agreement in principle on the non-monetary items.

Jonathan also reported that Brian Pearson, Director of Human Resources, will not be participating in negotiations as of September 14, as he has accepted a position at the University of Alberta. It is not anticipated that the University will have a replacement for Brian at the bargaining table. As well, it was noted that Joe Childs, interim Professional Resource Officer, will not be joining in negotiations.

3.4 Policy-Based Governance Update

Jerry Zdril reported that he has met with Tim Schulz, Executive Director for AACTI (Alberta Association of Colleges & Technical Institutes), regarding policy governance, and Tim has offered to assist the FA as it transitions governance models. Margo Baptista, Senior Manager for the MacEwan Board of Governors and the President, has also offered her assistance. The expertise of two individuals with strong academic and governance backgrounds will be invaluable as the FA Policy Governance Sub-committee begins to prepare information for presentation to the membership.

The FA Policy Governance Sub-committee will next meet on September 7.

3.5 Faculty Evaluation Update

Aimee reported that the Faculty Evaluation Committee (FEC) had a committee orientation yesterday, which was attended by all committee members (except for one student and one faculty member), and provided an overview of the faculty

evaluation policy and the role of the committee, and also addressed the work plan of the committee for the year.

The work plan includes review of Policy 5065 Instructional Faculty Evaluation. Two questions for consideration in reviewing the policy, and clarifying the scope under which the FEC operates include:

- Is the policy about setting process and procedures for service and scholarly activity in addition to instruction, or just for instruction?
- To what extent are the scope of the policy and the mandate of the FEC to focus on the process and procedures of performance review?

Aimee will send the policy to Celine Miller for distribution to the FA Executive Committee for review and feedback. Aimee will also send a letter to faculty members on FEC reminding them of their roles as FA representatives on the FEC, and the need for two-way communication with the FA.

Cynthia Zutter noted that, as the FEC is a sub-committee of AGC and the faculty evaluation policy is an academic policy, consideration may be given to electing faculty representatives to the FEC through AGC. **Chris Hancock** and **Aimee** will put together an overview of why the election of faculty representatives to the FEC needs to either be turned over to AGC or retained by the FA.

3.6 Titling and AGC Update

Jerry Zdril, Aimee Skye, and Valla McLean reported on their respective views of the most recent meeting of the Faculty Standards Committee, which took place on August 29. This meeting was attended by David Atkinson, who shared his experiences with and ideas on titling. Jerry, Aimee, and Valla also spoke about the challenges being faced by the Faculty Standards Committee in making decisions (i.e. voting) which would allow the titling process to move forward. At this meeting, David made it very clear that the Faculty Standards Committee must arrive at some resolution regarding titling by November 29, at which time AUCC will be making its second visit to MacEwan.

The FA Executive Committee then discussed the recurring issue of faculty not making themselves heard, and the potential consequences of this. It was suggested that this might be addressed through the offering of an orientation or mentorship program.

3.7 Grievance Update

Bob Graves reported that the FA filed a grievance on August 18, and that a meeting between the grievor and his dean has been scheduled for September 6. The outcome of this meeting will determine the next steps to be taken in the grievance process.

The FA is also investigating other concerns expressed by this individual, but not related to this grievance. The need for thorough documentation of complaints and grievances was emphasized.

3.8 Sport and Wellness Review Update

This item was deferred to the next meeting.

3.9 Hiring of Out-of-Scope Librarians

This item was deferred to the next meeting.

IV. **Reports**

- 4.1 President
- 4.2 Executive Vice President
- 4.3 Board of Governors Representative
- 4.4 Vice President Professional Affairs
- 4.5 Vice President Communications and Research
- 4.6 Treasurer
- 4.7 Negotiations Chair
- 4.8 Vice President Dispute Resolution
- 4.9 Professional Resource Officer

There were no written reports submitted.

At this time, Karen Zypchyn distributed a copy of the mock-up of the new look for the FA website. She invited Executive Committee members to provide their feedback regarding the look and any other aspects of the website.

V. **Information Items**

5.1 FA Mandate/Vision

A draft of the mandate and vision for the FA, originally prepared by Cynthia Zutter in June 2010, will be circulated to the Executive Committee in preparation for future discussion.

VI. **Date of Next Meeting**

The next meeting was scheduled for **Thursday, September 22, 2011** from **1:00 to 4:00 p.m.** in **Room 7-104** at **City Centre Campus**. David Atkinson will be joining the group at this meeting.

Respectfully submitted, Celine Miller, Recording Secretary