

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

**Date:** Thursday, June 16, 2011  
**Time:** 12:00 to 3:00 p.m.  
**Location:** Room 7-104, City Centre Campus  
**Present:** Shannon Digweed, Bob Graves, Chris Hancock, Sean Hillman, Ann Little, Valla McLean, Chaldeans Mensah, Aimee Skye, Jonathan Withey, Jerry Zdril, Cynthia Zutter, Karen Zypchyn  
**Regrets:** Richard Pereschitz

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**I. Approval of Agenda**

The agenda was approved as circulated.

**II. Approval of Minutes**

The minutes of the April 20, 2011 and May 19, 2011 meetings were approved as circulated.

**III. Items for Discussion/Approval**

**3.1 PRO Resignation/FA Employee Increments**

Sean Hillman announced that he has accepted a Labour Relations Staff Representative position with FPSE (Federation of Post-Secondary Educators of BC) starting August 2. Jerry Zdril and the Executive expressed their congratulations to Sean.

**M/S/C Bob Graves/Chris Hancock**

**THAT** a committee, to be chaired by the President with three to five other Executive members participating, be struck to investigate the hiring of an interim Professional Resource Officer, and to bring its recommendation back to the Executive Committee.

**Shannon Digweed, Chris Hancock, Aimee Skye, Jonathan Withey, and Karen Zypchyn** offered to assist Jerry with the search for an interim replacement for Sean. Jerry noted that he will be meeting with a potential candidate on July 11, and invited all Executive members available to join him.

Celine Miller and Sean were asked to leave the meeting while the Executive discussed increments for FA employees.

**M/S/C Bob Graves/Jonathan Withey**

**THAT** a 3 percent annual increase, plus 1 percent of current salary (one-time only) and a \$500.00 bonus (merit), be given to each employee.

### 3.2 Slave Lake

Jerry Zdril reported that there was discussion at the last meeting of ACIFA Presidents' Council as to what to do with the donations received for faculty members at Northern Lakes College in Slave Lake. Bob Graves noted that, ultimately, the donations were collected by ACIFA and will be disbursed to Northern Lakes College, and will, in turn, be distributed, as a tax-free gift, to faculty members who lost their homes to the recent wild fires in Slave Lake.

Details of other possible fundraisers will be passed along as they become available.

### 3.3 Letter re: Faculty Commons

Jerry Zdril requested feedback from the Executive to the letter he drafted to Janet Paterson-Weir concerning the Faculty Commons. Round-table feedback was given to Jerry to help provide additional detail and clarity to the letter. An additional point raised for the letter was the need for a governance structure/body for the Commons.

**Jerry** will make the revisions suggested to the letter, and circulate it to **all** for final feedback.

### 3.4 FA Participation in New Faculty Orientation

The FA has the opportunity to make a presentation at New Faculty Orientation on **Tuesday, August 23** from **2:00 to 2:30 p.m.** (room TBA). **Aimee Skye** will prepare and deliver the presentation. **All** available Executive members were requested to be in attendance at the presentation.

In addition, the FA will have a booth at the New Faculty Orientation expo taking place the afternoon of **Wednesday, August 24** in the **Multi-Purpose Room** (time TBA). **Shannon Digweed, Aimee,** and **Cynthia Zutter** offered to help man the booth.

### 3.5 Negotiations Update

Jonathan Withey reported that, following a two-week break in late May/early June, bargaining meetings have resumed. Currently, negotiations are addressing the policies for faculty development, sabbaticals, and intellectual property. FANC is also awaiting further information from the University regarding term faculty,

performance measurement, and workload standards. The two sides will continue bargaining until the end of June, and break again for most of July and part of August. While the bargaining environment continues to be good, it is probable that negotiations will not conclude until the end of the calendar year.

At this time, Jerry Zdril noted that the Executive release requested was submitted to and approved by Janet Paterson-Weir, and that deans should now be taking this into consideration in assigning workload.

### 3.6 Policy-Based Governance Update

Jerry Zdril indicated that he will be working on revising FA governance documents over the summer. He will then distribute these via e-mail to the Policy Governance Sub-committee (Shannon Digweed, Shahidul Islam, Colleen Maykut, Richard Pereschitz, Peter Rocchia, Aimee Skye, John Tanasichuk, and Cynthia Zutter) for feedback. The sub-committee will meet late in August to refine the documents, which will then be presented to the Constitution Committee and the Executive Governance Committee for additional review and input.

### 3.7 Faculty Evaluation Update

Cynthia Zutter reported that, across the University, student feedback participation rates averaged 41.7 percent. By school/faculty, the response rates were:

- Arts and Science – 41 percent
- Business – 38 percent
- Centre for the Arts and Communications – 41 percent
- Health and Community Studies – 48 percent

She also reported that two interesting trends have emerged:

- Response rates in the fall are about 4 percent higher than in the winter.
- Response rates have fallen consistently over the last three years.

Various reasons and strategies for addressing these lower response rates were discussed by the Executive. Cynthia noted that the Faculty Evaluation Committee (FEC) has set a goal of increasing response rates to 50 percent for 2011/2012. The Executive also discussed how low response rates could potentially impact performance measurement as it relates to teaching effectiveness.

Cynthia indicated that a committee, separate from FEC, will be struck to create a non-instructional evaluation policy. As well, Sarah Flynn will be in touch with the ad hoc committee in the fall to review how the new instrument is working.

### 3.8 Titling and AGC Update

Jerry Zdril reported that the interim report on titling was reviewed at the last meeting of the Faculty Standards Sub-committee. In spite of acknowledgement by the University at the bargaining table of the need for titling to be included in the Collective Agreement (CA), this same notion continues to be met by resistance from the Faculty Standards Committee.

The Executive discussed the need for AGC to consult with faculty once the final report on titling has been submitted, and the potential for AGC to approve the report a fait accompli and pass it on to the Board of Governors for final approval. If titling is not included in the CA, the FA will need to be prepared to take a stand and grieve the matter.

The Executive agreed to wait until the fall to see what happens next with titling before taking any action.

### 3.9 Grievance Update

Bob Graves reported that he had an introductory meeting with members of the Grievance Committee yesterday. One item of discussion was that of conflict of interest and how best to address it, as the FA Constitution is silent on the matter.

**M/S/C Bob Graves/Cynthia Zutter**

**THAT** the President replace the Vice President Dispute Resolution on the Grievance Committee where a conflict exists for the Vice President Dispute Resolution, and, in the case of additional conflict of interest for the President, the Vice President Executive will replace the President.

Sean Hillman reported that there is still the potential for a faculty termination. The Grievance Committee has been provided an overview of the situation in the event that a quick decision by the committee is needed.

### 3.10 Sport and Wellness Review Update

Jerry Zdril reported that the final report of the Sport and Wellness Review Committee has been presented to Paul Byrne, and will be presented to the Executive Leadership Team for its approval on June 20. The recommendations include the following:

- The pool is to remain open.
- The fitness area is to be expanded.
- The operation is to move from a for-profit to a student-centred model.

Jerry applauded the efforts of the review committee.

#### 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 verbal additions to the written reports submitted.

At this time, Jerry Zdril thanked Cynthia Zutter for her help while Aimee Skye was on leave. He also welcomed Aimee back to the Executive.

#### V. **Information Items**

There were no information items to report.

#### VI. **Date of Next Meeting**

**Celine Miller** will e-mail the Executive regarding their availability for a meeting in late August.

Respectfully submitted,

Celine Miller  
Recording Secretary