

Meeting # 3

APPROVED

DALHOUSIE FACULTY ASSOCIATION

MINUTES OF THE EXECUTIVE MEETING held on Tuesday, 25 August 2009 at 10:30 a.m. in the DFA Conference Room, 6280 South Street

Present: T. Mitchell (President, in the chair), D. Tindall, J. Adams, T. Bishop, S. Budge, T. Juckes, R. Kroeker, N. McAllister-Irwin, C. Penney, and, by invitation, B. MacLennan, L. Purves, B. Best-Fleming and M. Shinyei

Regrets: S. Adl, C. Dawson, S. Gadbois, G. MacNairn, D. Mensink, R. Whyte and O. Sy

L. Purves acted as recording secretary.

3.1 Adoption of the Agenda

MOTION 3.1 “That the agenda be adopted as amended.” (Tindall/ Bishop) **CARRIED**

3.2 Minutes of 23 June 2009 and Minutes of 11 August 2009

MOTION 3.2 “That the minutes of 23 June 2009 be approved as circulated.” (Adams/ Bishop) **CARRIED**

The minutes of 11 August 2009 were deferred. T. Mitchell noted that four motions would be reported out of camera under agenda Item 13.

3.3 Matters Arising

Item 1.4 (23 June 2009): Nominating Committee – Committee on Committees
– L. Purves clarified that the Nominating Committee has concluded with the election of the 2009-10 Executive Committee members and that the Committee on Committees is the committee which is charged with the task of finding candidates to fill vacancies on the various Association or University committees. J. Adams and T. Bishop confirmed that they would continue their service on the Committee on Committees. A third nominee is required for the Committee.

3.4 Communication Strategy

This matter was deferred.

3.5 Report from the Grievance Committee

This matter was deferred.

3.6 Nominations to the University Tenure & Promotions Panel

T. Mitchell noted that the information for this matter was circulated for review. This matter was deferred to the September Executive meeting.

3.7 Executive Members Fall Schedules

T. Mitchell reminded Executive members to forward their fall schedules to the DFA office so that future Executive meetings may be planned.

3.8 Next Meeting of the DFA Executive

The next meeting of the Executive Committee is scheduled for 17 September 2009 from 10:300 a.m. to 12 noon.

3.9 General Meeting Date

T. Mitchell reported that she met with J. Touesnard earlier in the morning and the auditor's report will not be available until later in September. Another Executive meeting will be required prior to an upcoming General Meeting. A tentative date for the Executive meeting may be September 24.

3.10 Equity

This matter was deferred to Item 3.12 below.

3.11 Any Other Business

Item 3.11.1. Hiring Committee. T. Mitchell advised that a Hiring Committee needed to be set up to begin the recruitment process for the staff position of DFA Secretary.

MOTION 3.11.1 "That the Executive Committee directs the President of the DFA to establish a Hiring Committee" Penney/ McAllister-Irwin) **CARRIED**

At this point B. Best-Fleming and M. Shinyei joined the meeting.

3.12 Re: Item 3.10 above: Equity

B. Best-Fleming, Human Rights & Equity Advisor, and M. Shinyei, Assistant Equity Advisor, provided the Executive Committee members with an overview of the role of the Office of Human Rights, Equity & Harassment Prevention. B. Best-Fleming stated that the office functions as pro-actively as possible and has an open-door communication policy, working as a team in a positive and constructive way. She provided an overview of the academic recruitment process, which is one of the functions of the office. She noted that another member of the office is G. Wishart, Advisor, Harassment Prevention/Conflict Management. She noted that education is a key role of the office and workshops are available to units. T. Mitchell thanked B. Best-Fleming and M. Shinyei for their presentation to the Executive. T. Mitchell noted that Equity would be a matter on future Executive agendas.

The meeting adjourned on motion (Bishop) at 12 noon.