

NAIT ACADEMIC STAFF ASSOCIATION MINUTES OF THE EXECUTIVE MEETING

Wednesday, June 15, 2016
2:30 pm – W202

Members Present		Members Absent	Guests
Todd Buchart	Anne Marie Silvius	Anna Beukes	
Gordon Cutting	Katherine St. Laurent	Darcy Corcoran	
Gary Gora	Jay Stewart	Len Legault	
Dave Grabski	Terry Sulyma	Carmen Puchyr	
Shauna MacDonald (nvm)	Randy Tribiger (nvm)	Joel Rivero	
Arlana Moskalyk	Garry Wilson		
Doug Short (nvm)			
Recorder: Adèle Weichel (nvm)			

A. OPENING

1. Call to Order A. Moskalyk called the meeting to order at 2:30 pm.

2. Approval of the Agenda

MOTION: 2016.06.122: Moved by G. Gora, seconded by A. M. Silvius:
That the agenda be approved as circulated. **Motion Carried**

3. Approval of Meeting Minutes

MOTION: 2016.06.123: Moved by K. St. Laurent, seconded by A. M. Silvius:
That the minutes of the May 25, 2016 Executive Meeting be approved as circulated. **Motion Carried**

4. Business Arising from the Minutes - None

5. Announcements – None

B. DISCUSSION/DECISION ITEMS

1) Appointments

MOTION: 2015.06.124: Moved by D. Grabski, seconded by G. Gora:
That Executive appoint **James Bassingthwaite** to the **Bargaining Committee** for a two-year term ending on August 14, 2018. **Motion Carried**

- It was suggested that we should request that applicants provide a resume if they are interested in sitting on the bargaining committee.
- A comment was made that although it's a great idea, NASA continues to have difficulty in acquiring volunteers to sit on this and many other committees.

MOTION: 2015.06.125: Moved by T. Sulyma, seconded by G. Gora:
That Executive appoint **Susan-Rae Hurley** as the Executive Representative for the **JR Shaw School of Business** for a two-year term ending August 14, 2018. **Motion Carried**

MOTION: 2015.06.126: Moved by G. Wilson, seconded by A. M. Silvius:
That Executive appoint **Len Sperling** and **David Wagstaff** as **Academic Council Representatives** for a two-year ending August 14, 2018 and **Max Varela, and Silvie Forest** as **Academic Council Representatives** for a one - year ending August 14, 2017.
Motion Carried

MOTION: 2015.06.127: Moved by A. M. Silvius, seconded by G. Wilson:
That the Executive appoint **Wade Martinson** to the **Communications Committee** for a 2-year term ending August 14, 2018. **Motion Carried**

Other Executive and Standing Committee Vacancies:

- Executive School Representatives: 1 - **School of Health Sciences** – one-year term (2016- 2017)
- Executive School Representatives: 1 - **School of Health Sciences** – two-year term (2016-2018)
- Executive School Representatives: 1 - **School of Sustainable Building & Environmental Management** – one-year term
- Membership Services Committee – 1 – one-year term
- Communications Committee – 1 - one-year term
- Finance Committee – 2 - one-year term
- Employee Family Assistance Program – 1 – one-year term

2) Approval of Honoraria

MOTION: 2015.06.128: Moved by T. Sulyma, seconded by D. Grabski:
That the Executive approve the honoraria payments as presented in Support Document SD-2015-127 with the following amendment:
“That the amounts for members sitting on Executive, Communication Committee, and Membership Services Committee be adjusted to include meetings attended to the end of the academic year”. **Motion Carried**

3) Bargaining & Grievance Update (In-camera)

MOTION: 2016.06.129: Moved by D. Grabski, seconded by G. Gora:
That the meeting move in-camera. **Motion Carried**

Moved to go in camera at 2:43pm and resumed open session at 3:36 pm.

While in camera, D. Short provided an update on bargaining and J. Stewart provided an update on grievances.

C. STATUS REPORTS

MOTION: 2016.05.130: Moved by G. Wilson, seconded by G. Gora:
That the Status Reports be accepted as information. **Motion Carried**

Board of Governors – S. MacDonald, R. Tribiger

- Currently NAIT doesn't have a policy on cyber ransomware. Cyber Ransomware is malware that encrypts data or restricts access to a computer or mobile device. Ransomware is “**cyber** blackmail” that seeks to force a victim to pay a **ransom** in order to decrypt their data or access their system once again.

School of Business – T. Sulyma, G. Gora

- Members have expressed concerns over the hiring process being used for the Program Head competitions.

School of Information, Communication and Engineering Technology – D. Corcoran, G. Cutting

- Instructional Excellence Awards celebration was held on June 14th 2016 with a record number of instructors nominated for this award by their students. A total of 163 individuals received 182 nominations.

School of Sustainable Building & Environmental Management – K. St. Laurent

- Three Associate Deans have been hired with the Department Head position still to be filled.
- It has been reported that some of the current chairs will not be reappointed.

School of Trades – D. Grabski, Len Legault

- A new Associate Dean has been hired.
- The majority of classes will be completed on Friday, June 17th, 2016.

Communications Committee – A.M. Silvius

- A Special Edition of the “*Intercom*” came out today and there are some very interesting articles.
- The new Vice President of Communications is G. Cutting.
- After nine (9) years, A. M. Silvius stated that this is her last meeting on Executive.

Labour Relations Officer – J. Stewart

- Selection of chairs is a concern - even with their long length of services, staff members may not be considered for those positions.

Membership Services Committee – G. Wilson

- Last meeting for the academic year was held on June 7th, 2016.
- T. Buchart is the new VP of Membership Services Committee.
- It was mentioned that AUPE always invites NASA to their BBQ's and the question was asked as to why NASA doesn't extend the invite to them.
- T. Buchart mentioned attending a meeting on May 31 regarding the CAT opening.
- The official opening of the building is Wednesday, August 31, 2016 and NAIT's PD day has been scheduled. PD sessions will be held in the morning and the afternoon will be filled with entertainment. Food trucks and CAT vendors will be in operation for food.
- Sheryl Hanson indicated that NAIT would like to give a memento to recognize the opening.
- It was suggested that NASA present a little trinket such as a lanyard for the employee cards.
- T. Buchart requested Executive members to e-mail their ideas.

Allocation of Addition Donation Monies:

As discussed at the May 9th, 2016 Annual General Meeting, it was recommended by membership that a total of \$24,000 be donated in various amounts to different charitable agencies who are dealing with the Alberta Wildfires. Immediate donations of \$5000 each were made to the Canadian Red Cross and Edmonton Food Bank. The remainder of the funds (\$14,000) would be determined by a sub-committee.

On June 16, 2016, a meeting was held to discuss what other charitable agencies and what amounts should be allocated to those agencies.

On June 27, 2016, the following motions was sent via email to Executive for review and approval.

MOTION: 2016.05.131: Moved by G. Wilson, seconded by D. Corcoran:
That NASA will donate \$5000 to the [Wood Buffalo Food Bank](#), \$2000 to the [Fort Mc Murray SPCA](#), \$3000 to the [Fort McMurray United Way](#) – Healthy People, Strong Communities, and \$4000 to the [Keyano College Foundation Student Emergency Fund](#) to complete the donation wishes expressed at the NASA AGM May 9, 2016. **Motion Carried**

D. INFORMATIONAL ITEMS –

MOTION: 2016.05.132: Moved by G. Gora, seconded D. Grabski:
That the Information Items be accepted as information. **Motion Carried**

E. CLOSING

1. Future Meetings: Wednesday, September 7, 2016, 2:30 pm (W201)

MOTION: 2016.05.133: A. M. Silvius, seconded G. Wilson:
That the meeting be adjourned. **Motion Carried**

Meeting adjourned at 3:45 pm.

A.M. Silvius
Communications Vice President