

***NOTICE OF  
MUNFA GENERAL MEETING***

**TO:** All MUNFA Members  
**FROM:** The MUNFA Executive Committee  
**DATE:** April 22, 2025  
**SUBJECT:** **MUNFA GENERAL MEETING  
TUESDAY, APRIL 29, 2025**

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We invite MUNFA members to join in for our upcoming General Meeting. The General Meeting of MUNFA will be held on:

**TUESDAY, APRIL 29, 2025**

**AT 11:30 A.M.**

**VIA ZOOM VIDEO CONFERENCING**

An Agenda and documents for the meeting are enclosed.

**[Please click here to access the registration page for the Zoom meeting.](#)** You will be asked to provide your MUN employee number for verification purposes; this information will be kept confidential. You can find your employee number by checking your pay stub on the MUN HR portal, where it will be listed as your “BANNER ID.”

If you are unfamiliar with the Zoom platform, there are video tutorials available [online](#).



**AGENDA**  
**General Meeting of the Membership of MUNFA**  
**Monday, April 29, 2025 @ 11:30 p.m.**  
**Via ZOOM Video Conferencing**

1. MUNFA Statement of Territorial Acknowledgement
2. Approval of Agenda
3. President's Report
4. Treasurer's Report
  - a. Interim Financial Statement for 2024-2025 (and)  
Proposed Budget for 2025-2026 (*Circulated seperately to MUNFA Members*)
5. CAUT Defence Fund Report
6. Approval of General Meeting Minutes of October 28, 2024
7. Matters Arising from General Meeting of October 28, 2024
8. Collective Agreement Administration
  - a. Report of the St. John's Academic Freedom & Grievance Committee
  - b. Report of the Grenfell Campus Academic Freedom & Grievance Committee
9. MUNFA Committee Reports
  - a. Report from the MUNFA Economic Benefits Committee – A. Graham (Chair)
  - b. Report of the Committee for the Investigation for a Permanent Teaching Stream –  
Appendix J
  - c. Report of the Collegial Governance Committee – Appendix K
10. Other Business



**DRAFT**  
**MUNFA General Meeting**  
**October 28, 2024 at 1:00 p.m.**  
**Via ZOOM Video Conferencing**

Dr. Ashrafee Hossain (MUNFA President) chaired the General Meeting.

**1. Statement of Territorial Acknowledgement**

Dr. Hossain (Business Administration) opened the meeting by making a Territorial Land Acknowledgement.

MUNFA has donated \$1000.00 to First Light St. John's Friendship Centre.

**2. Meeting Restrictions and Conduct**

Dr. Hossain thanked the attendees for joining the meeting. The procedures to be followed for the Zoom video conference were outlined, reminding everyone that the meeting is restricted to MUNFA members, including MUNFA retirees and that while robust discussion and debate are welcome, the discussion must be conducted civilly as all MUNFA events are free of harassment and discrimination. Roberts Rules of Order will be adhered to for points of order and/or personal privilege. Dr. Hossain outlined the technical issues and polling features to be followed for the Zoom video conference.

**3. Introductions**

Dr. Hossain introduced himself to the membership noting that he is serving a 1-year term as MUNFA President effective September 1, 2023 – August 31, 2024 and welcomed members. Dr. Hossain thanked the past President, Dr. Josh Lepawsky and all the volunteers serving on the Executive and St. John's and Grenfell Campus AF&G Committees for their contributions to the work of the Association. Dr. Hossain also expressed thanks and appreciation to the MUNFA staff noting that Keith Dunne has been hired as the new Organizing, Membership Engagement, Communications Coordinator (OMECC).

**4. Approval of Agenda**

(G24:005) MOVED (M. Forsyth/M. Swab) that the MUNFA General Meeting Agenda be accepted.

MOTION CARRIED

**5. President's Report**

Dr. Hossain noted that the day-to-day work of MUNFA is extensive and is guided by our mission statement, our Constitutions and our four pillars for reform at MUN. Dr. Hossain provided the membership with an update on some of the major issues that MUNFA is working on:

**Labour Relations:** Labour relations matters remain the core of the Association's work. Dr. Hossain provided an update on recent meetings held with Senior Administration to bring forward issues of concern for MUNFA involving issues of grievance and labour relations delays, lack of resources and support for members, promotion and tenure issues and collective agreement violations. Dr. Hossain also informed the membership of a significant arbitration awarding relating to the interpretation of Appendix K of the Collective Agreement relating to gender

MUNFA General Meeting  
October 28, 2024

equity. The current Collective Agreement is set to expire on August 31, 2026 and MUNFA is preparing for the next round of bargaining. Dr. Hossain encouraged members to be involved. Dr. Hossain thanked Amy Wadden (Labour Relations Officer) and Dale Humphries (Labour Relations Coordinator) for their continuous work on behalf of MUNFA members.

**Fund MUN Campaign:** Dr. Hossain noted that the MUNFA has been working on with other campus union coalitions to force the NL Government to restore budget funding to MUN and gave an overview of the campaign. A website, [www.fundmun.ca](http://www.fundmun.ca), has been created where members and the public can quickly send messages to the Premier and MHAs. The Coalition has formally requested meetings with the Premier and leaders of the opposition parties to discuss the campaign and push for restored funding.

**Collegial Governance and Open Searches:** Dr. Hossain noted that MUNFA continues call for open searches, and particularly the ongoing Presidential search. MUNFA remains focused on governance structures while pushing for greater accountability and transparency. MUNFA will continue to monitor this process as it unfolds. Dr. Hossain noted that MUNFA members should not be excluded from participating in decisions made about our university.

**Improving Conditions for Contract Academic Staff (CAS):** Dr. Hossain referenced the last round of bargaining noting that MUNFA made an important gain by having a committee process added to our Collective Agreement to investigate a permanent teaching stream. Dr. Hossain noted that MUNFA remains committed to improving working conditions for CAS at MUN.

**Solidarity On and Off Campus:** Dr. Hossain noted that the MUNFA Executive continues to support and be an active part of the Campus Coalition, which has representation from all unions to strengthen solidarity efforts and relationships both on and off campus.

Dr. Hossain provided an update on MUNFA's membership engagement initiatives highlighting a recent visit to Grenfell Campus, townhalls that are planned, member socials and departmental/unit member meetings. MUNFA has also engaged CAUT to assist the Association in strategic review planning to ensure that our current best practices and structures are all up to task. This work is ongoing.

In conclusion, Dr. Hossain thanked MUNFA committee volunteers who contribute to the work of the Association and encouraged other members to become involved in the very important work of that is integral to MUNFA.

## **6. CAUT President's Report**

A) Dr. Peter McInnis (CAUT President) provided information and an update on legal challenges that faculty associations are facing, referencing the recent strike of the Association of McGill Professors of Law (AMPL) and outlining some of the many challenges they experienced in dealing with the employer's attempt at surface bargaining and attempting to de-certify AMPL. Dr. McInnis also noted CAUT's concerns with the current unstable political situation in Canada and academic freedom issues. Dr. McInnis encouraged members to continue to support their union, to maintain activism in order to continue to have the protections and freedoms that were hard fought and won. Dr McInnis answered questions received from the floor.

## **7. Treasurer's Report**

A) The Treasurer's report was given by the MUNFA Treasurer, Ms. Erin Alcock (Q.E.II Library). The financial statement for 2023-2024 was circulated to the membership for information and explained in detail. Ms. Alcock

provided an overview of the statements finalizing the fiscal year ending June 30, 2024.

Ms. Alcock directed members to the MUNFA Scholarship donation form included at the end of the information bulletin. In the past year, MUNFA has provided 6 scholarship awards in the amount of \$2500 each. Ms. Alcock encouraged the MUNFA membership to contribute to the fund. Ms. Alcock thanked Kim O'Reilly (MUNFA Administrative Officer) for her assistance with the Treasurer's financial duties.

**8. CAUT Defence Fund**

- A) Dr. Bren LeFrancois (Social Work) and Dr. Ash Hossain (Business Administration) are the MUNFA CAUT Defence Fund Directors. Dr. Hossain provided an oral report to the membership giving an update on the recent meeting of the Defence Fund and an update on the finances of the Fund. Dr. Hosain also reviewed the purposes of the Defence Fund with a brief overview of the history of the CAUT Defence Fund and the fiduciary duties and responsibilities associated with being a Director.

**9. Approval of General Meeting Minutes of April 29, 2024**

- (G24:006) MOVED (E. Merschrod/W. Okshevsky) that the General Meeting minutes of April 29, 2024 be accepted.

MOTION CARRIED

**10. Matters Arising from General Meeting Minutes of April 29, 2024**

There were no matters arising.

**11. Approval of Extraordinary General Meeting Minutes of July 26, 2024 and September 13, 2024**

- (G24:007) MOVED (L. Cohen/M. Osario) that the Extraordinary General Meeting Minutes of July 26, 2024 and September 13, 2024 be accepted.

MOTION CARRIED

Abstain: M. Forsyth, E. Merschrod, N. Pender

**12. Matters Arising from the Extraordinary General Meeting Minutes of July 26, 2024 and September 13, 2024**

There were no matters arising.

**13. Triennial Review Evaluation Reports of the Academic Freedom & Grievance Committees**

- A) St. John's Campus: The members of the St. John's Campus Triennial Review Evaluation Committee are: Aspi Balsara (Chair, QE II Library), John Hoben (Education), Sandra MacDonald (Nursing) and Sarah Martin (Political Science). The Committee report on the evaluation of the MUNFA AF&G Committee for the period January 1, 2028 – December 31, 2022 was circulated to the membership. Dr. MacDonald gave an overview of the process of the review noting that the AF&G Committee fulfill a very demanding role and maintain a high level of privacy. The MUNFA Executive are working to implement the recommendations outlined in the Report.

- B) Grenfell Campus: The members of the Grenfell Campus Triennial Review Evaluation Committee are: Karen Doody (School of Science & Environment, Chemistry), Robert Hengeveld (Chair - School of Fine Arts, Visual Arts) and Peter Stewart (School of Arts & Social Science, Psychology). The Committee report on the evaluation of the MUNFA AF&G Committee for the period January 1, 2028 – December 31, 2021 was

circulated to the membership which acknowledged the excellent work that has been done by the Grenfell AF&G Committee. The MUNFA Executive are working to implement the recommendations outlined in the Report.

Dr. Hossain thanked the members of both the St. John's and the Grenfell Campus Evaluation Review Committees for their hard work, time and dedication to MUNFA.

#### 14. Collective Agreement Administration

- A) Report of the St. John's Academic Freedom & Grievance (AF&G) Committee: Dr. Erika Merschrod (Chemistry), AF&G Co-Chair, gave an oral report on the activities of the AF&G Committee from April 2024 – September 2024 and provided the AF&G statistics on Individual and Association grievances that have been filed and the queries received from the membership during the previous six months. The grievance process can be long Dr. Merschrod noted that the process seems to be improving slightly. Dr. Merschrod noted that the AF&G Committee welcome invitations from members to hold sessions on academic freedom issues or promotion & tenure workshops. Dr. Merschrod thanked the members of the Triennial Review Committee for the work that they provided in reviewing the AF&G files and for their report. Dr. Merschrod also expressed thanks to the MUNFA Labour Relations Team, Amy Wadden and Dale Humphries.
- B) Report of the Grenfell Campus AF&G Committee: Dr. John Pope (School of Arts & Social Science, English), is the Chair of the Grenfell AF&G Committee and provided an oral report from the Grenfell AF&G Committee. Dr. Pope also thanked the MUNFA President and Staff for their recent visit to Grenfell Campus. Dr. Pope noted that Grenfell ASMs are still dealing with problems related to the fall out of the cyber-attack and provided an update on many of the issues that AF&G are working on in relation to ITS and research. Dr. Pope noted AF&G's continued concern related to the leadership vacuum at Grenfell giving an example of three Deans currently serving in interim roles. Dr. Pope also shared AF&G's concerns related to the delayed opening of the childcare centre. Dr. Pope thanked the MUNFA staff for their support with the work of the AF&G Committee.

#### 15. MUNFA Committee Reports

- A) Collegial Governance Committee – Appendix K: Dr. R. Whitaker (Anthropology) and Dr. L. Pena-Castillo (Biology/Computer Science) are the MUNFA representatives on the Collegial Governance Committee. Dr. Whitaker provided an oral update on the work of the Collegial Governance Committee which was established following the signing of the Collective Agreement in 2023. Dr. Whitaker noted that work of the Committee continues in year two and outlined the work that has been done and the problems that remain in relation to governance at MUN with a leadership vacuum remaining an issue. Dr. Whitaker noted that it is important to hear from members with any concerns related to collegial governance, academic freedom, and to provide any suggestions for improvements to collective agreement language - all of which are critical to true collegial governance. Dr. Whitaker took questions from the membership.
- B) Committee to Investigate a Permanent Teaching Stream: Dr. E. Merschrod (Chemistry) and Dr. J. Rosales (Engineering) are the MUNFA representatives on the Committee. Dr. Rosales provided an oral update on year 1 of a 2-year mandate related to the work of the Committee. Dr. Rosales outlined the purpose of the committee, the process that is in place and advised that the committee will be preparing a report of their findings. Dr. Rosales added that the Committee welcomes all input and encouraged members to submit their feedback.

#### 16. Other Business

There was no other business.

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**17. Adjournment**

(E24:008) MOVED (S. Throne/J. Pope) that the General Meeting adjourn.

MOTION CARRIED

Meeting Adjourned at 2:25 p.m.

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Dr. Ashrafee Hossain  
President, MUNFA

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Date



# SCHOLARSHIP TRUST FUND



*Please complete this form and return to the  
MUNFA Scholarship Committee, c/o MUNFA Office Room ER4047.*

NAME: \_\_\_\_\_  
(Please Print)

ADDRESS: \_\_\_\_\_

I hereby authorize a  **Contribution**       **Change to my Bi-weekly Contribution,**  
to the MUNFA Scholarship Trust Fund to the amount of:

**AMOUNT:** \$ \_\_\_\_\_

Method of Payment (**check one**):

**Cheque:**

**Payroll Deduction Per Pay Period:**

*(Make payable to: MUNFA Scholarship Trust Fund)*

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**PLEASE SUPPORT THE MUNFA SCHOLARSHIP FUND**

One small donation can impact the life of a student by providing essential financial assistance that can offset the cost of pursuing a post-secondary education. If you are able to contribute to the Scholarship Fund through either a single contribution or payroll deduction, please contact MUNFA ([munfa@mun.ca](mailto:munfa@mun.ca))

