



Dalhousie Professional & Managerial Group (DPMG) General Meeting Minutes

**March 7, 2018, 12noon
Collaborative Health Education Building, Rm 170**

General Meeting was held on Carleton Campus, with video conferencing to Truro and Saint John campuses.

1) Call to order

The meeting was called to order by President Andrea Power at 12:00pm as she welcomed all DPMG members and introduced the 2017-18 DPMG Executive:

- President – Andrea Power (2019), University Secretariat
- Vice President - Kate Somers (2019), Ancillary Services
- Past President – Robert Wooden (2018), Faculty of Management
- Treasurer – Lan Nguyen (2018), Financial Services
- Secretary – Christina Coakley (2018), Registrar's Office

The following acknowledgement statement was read:

As we begin this meeting, Dalhousie acknowledges that we are here today on traditional Mi'kmaq Territory.

The Executive would like to congratulate Andrea Power on her new position with the University of Calgary. Unfortunately, this will mean that Andrea must step down as President. Kate Somers will take on the role of President from March 24 until June 30, 2018. This appointment conforms to the provisions in the DPMG handbook; which states that the Vice-President will "have the powers and perform the duties of the President in the absence or in the event of vacancy in the office of the President." The role of Vice-President will remain vacant for March 24 to June 30, 2018.

The DPMG Nominating Committee will call for nominations for the President for the remaining year of the two year term (July 2018 – June 2019) and the results of the election will be made known at the DPMG Conference on June 7.

Thank you to our meeting sponsor – Atlantica Hotel Halifax. Atlantica generously provided catering for the Halifax location and door prizes for all three locations.

2) Approval of the Agenda

The DPMG March 7, 2018 agenda was approved.

Moved by Katie Haigh
Seconded by Jennifer Morawiecki

3) Approval of General Meeting minutes of November 24, 2017

The DPMG General Meeting minutes of November 24, 2017 were approved, as presented.

4) **President's Report:**

Highlights from the Presidents report:

DPMG Photo Shoot

A photo shoot will be organized to take photographs of DPMG members and groups for use on print materials and the DPMG website. The goal is for the photos to reflect diversity and inclusiveness within the DPMG. Please let Kate (dpmg@dal.ca) know if you are interested in participating.

DPMG Pins

A DPMG pin was created as a thank you to volunteers on DPMG committees. Special thanks to Natalie Mike for her assistance.

General Meetings in 17/18

Next meeting of DPMG membership - June 7, 2018 AGM

DPMG Awards

We are now accepting nominations until April 5, 2018. A communication to the Dal Community will be sent later this week. All DPMG members are asked to consider nominating someone.

5) **New Business:**

Outgoing President Andrea Power was presented with a gift and plaque acknowledging her dedication and commitment to DPMG over the past few years.

a) **DPMG Committee Updates:**

Environmental Health and Safety

EHS training is now available online. Proper disposal of broken glass a more common issue lately. Please remind colleagues to use care when disposing of broken glass.

Kate Somers invited Committee members to provide a brief update to members.

i) **Outreach Committee: Toni Livingston**

Annual skate was very successful with 20 members and their families attending.

Yoga is continuing with strong participation.

Next event – annual BBQ

ii) **Professional Development Committee: Matthew Timmons**

Conference is scheduled for June 7, please mark your calendars. PD Committee is still seeking sponsorship so please contact DPMG@dal.ca if you have any leads. Planning continues with exciting speakers.

iii) **Communications Committee: Natalie Mike**

Next newsletter is coming soon.

Committee assisted with creation of the new DPMG pin.

DPMG webpage for new employees under development.

b) **Alcohol Policy presentation**

Verity Turpin, Assistant Vice-Provost, Student Affairs presented the Alcohol Policy (approved June 2017) to the members in attendance. All DPMG members are encouraged to review the policy located at https://cdn.dal.ca/content/dam/dalhousie/pdf/dept/university_secretariat/policy-repository/AlcoholPolicyJune2017.pdf.

Highlights, the policy:

- is not restricting alcohol altogether, safe alcohol consumption
- includes limitations with sponsorship
- advertising cannot show people drinking, cannot use price as incentive to promote events
- drinking games not promoted, alcohol branding not permitted
- framework is available at www.dal.ca/alcoholsafety

University Club has a separate license so is exempt from the policy, however they are great partners and tend to adhere to the policy.

c) **HR Update**

Chris Hattie, Director of Employee Relations with Human Resources presented HR's organization structure. Following an external review of HR in 2015, two new units were created: Total Compensation and Talent Management.

Highlights:

Academic Staff Relations – Laura Neals, Director

- * faculty labour and employee relations, DFA, CUPE, PSAC, academic recruitment

Employee Relations – Chris Hattie, Director

- * non-academic staff, NSGEU 77, NSGEU 99, DPMG, grant paid staff, management consulting services

Talent Management – Tracy Rands, Director

- * recruitment, retention and recognition, organizational health (QWL)

Total Compensation – Ken MacDermid, Director

- * salaries, benefits, pension, job evaluation, disability

HR AVP Team – Jasmine Walsh, Assistant Vice President

- * strategic direction and planning

Action:

Christina to obtain revised HR Organizational Chart and Powerpoint presentation to post to DPMG website.

6) Other Business:

200th Anniversary DPMG/HR Joint Legacy Event

Indranil Dutta updated on behalf of the DPMG/HR group organizing the legacy event. The full day initiative scheduled for Thursday June 28 speaks to Dal's strategic initiative 3.2. The event will host 50 children (aged 9-15) for fun and learning at the Discovery Centre (not yet confirmed). Volunteers needed – if you are interested please connect with Joanne Fraser or April Delorme-Provo.

Atlantica Hotel Halifax generously provided the catering for the attendees at the Halifax location today. Rhonda MacDonald is Dal's Sales Manager, In addition, Atlantica also provided three door prizes; one for each location. Winners are:

Truro – Natalie Cole

Saint John – Pam Murphy

Halifax – Jean Nisbet

7) Adjournment at 12:55pm.