

YUFA
Annual General Meeting
29 May 2001

Proposed Amendments to Constitution and By-laws
Regarding Officers of the Association

Note: The following proposed amendments to YUFA's Constitution and By-laws fall into three groups (they are numbered accordingly):

Group A. (15 amendments) Officer elections, vacancies, terms, compensation and accountability, including creation of new officer position "Chief Steward"

Group B. (7 amendments) Deletion of "appointed officer" model

Group C. (2 amendments) Ranking Officer, including Chairperson vacancies

Group A is explained in the accompanying document "Report and Recommendations of the Working Group". Group B deletes the "appointed officer" model, which is superseded by the model enacted by Group A amendments. Group C is a cluster of related amendments to deal with absences, incapacities, and vacancies in the position of Chairperson.

Proposed changes are struck through or bolded.

A. Constitutional amendments

Amend Article 5 'Officers' as follows:

Section One

(a) The elected Officers of the Association shall be:

- i) Chairperson
- ii) Vice-Chairperson for Organization
- iii) Vice-Chairperson for External Affairs
- iv) Recording Secretary
- v) Information Officer
- vi) Treasurer
- vii) Chief Steward**

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(b) Elected Officers of the Association shall hold office for one (1) year except for **the Chairperson, who shall hold office for two (2) years for the first term and for one (1) year in any subsequent consecutive term.**

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(c) The Past Chairperson, ~~who~~ shall automatically assume this position upon retirement from his/her term as Chairperson **and shall hold office for two (2) years.**

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~~Section Two The appointed officers of the Association shall be:~~

- ~~(a) Grievance Officer~~
- ~~(b) Organizing Officer~~
- ~~(c) Negotiating Officer~~

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Section Two Ranking Officer

- C-1 (a) In order that the Association shall have at all times an Officer authorised to represent the Association and to conduct its affairs regardless of the absence of specific Executive Officers, the following ranking shall prevail: Chairperson; Vice Chairperson Organization; Vice Chairperson for External Affairs; Past Chairperson; Chief Steward, Information Officer; Treasurer; Recording Secretary; an Executive Representative appointed by the Executive Committee. Where a person other than the Chairperson is Ranking Officer, she/he shall be designated 'Acting Chairperson'.
- (b) Should the Ranking Officer be unable to perform the duties of the office, the office shall pass to the next position in the ranking.

Amend Article 6 'Executive Committee' as follows:

A-4 There shall be an Executive Committee of the Association, responsible for carrying out the policies of the Association. **The voting members of this Committee shall consist of the elected Officers, the Past Chairperson, the Chairperson of the YUFA Contract and Grievance Committee or designate, a member of the Equity Committee, a member of the organization recognized as the representative for Associate members, and faculty and library area representatives. Area representatives who shall be elected as follows: One member from each faculty and one member from the library, who shall be elected by the YUFA members in that constituency from their own number. Non-voting members of this Committee shall be:**

A-5 **the Grievance Officer, the Organizing Officer, the Negotiating Officer Past Chairperson, the Chief Negotiator and the Chairperson of the Contract Review Committee shall be non-voting members of the Executive Committee.** The Chairperson of the Association shall be the Chairperson of the Executive Committee.

B-2

Amend Article 7 'Standing Committees' as follows:

A-6 **Section One** There shall be a YUFA Contract and Grievance Committee consisting of ~~the chief stewards~~ **faculty and library area representatives** plus a member of the Executive Committee, a member of the organization recognized as the representative for Associate members, and a member of the Equity Committee. ~~The chief stewards~~ **faculty and library area representatives** shall be elected as follows: Three (3) ~~chief stewards~~ elected from and by the YUFA members in the Faculty of Arts, two (2) ~~chief stewards~~ elected from and by the YUFA members in both Atkinson College and Glendon College, one (1) ~~chief steward~~ elected from and by the YUFA members in each of the remaining faculties and the library. The term of the ~~chief steward~~ **faculty and library area representatives** will be two (2) years, half of the Contract and Grievance Committee being elected each year. ~~The Grievance Officer and the Organizing Officer shall be non-voting members of the Contract and Grievance Committee. The Chairperson of the Contract and Grievance Committee shall be elected by the Committee from among its elected members. [Effective 1 June 2002,] the Chief Steward shall be Chairperson of the Contract and Grievance Committee. [For 2001-2002, the Chief Steward shall be appointed by the Contract and Grievance Committee, subject to ratification by the Executive Committee.]~~

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B-4 **Section Two** The responsibilities of the YUFA Contract and Grievance committee shall include: Formulating and reporting to the Executive Committee the position of the Association on specific grievance cases; overseeing the election of the local stewards and their work in dealing with the complaints and grievances of members of the bargaining unit; monitoring the application of the provisions of the Collective Agreement; jointly with the Executive Committee, supervising the implementation of the Collective Agreement; co-operating with organizing activities of the Association when necessary; ~~supervising the work of and hearing reports from the Grievance Officer and the Organizing Officer.~~

B-5 **Section Eight** There shall be a YUFA Nominating Committee elected annually as follows: YUFA members in each of the faculties and in the library shall be entitled to elect from their numbers, one (1) member to the Nominating Committee. A member of the Equity Committee shall be a voting member of the Nominating Committee, as shall a member of the organization recognized as the representative for Associate members. The Vice-Chairperson for Organization of the Association shall chair the Nominating Committee. ~~The Organizing Officer shall be a non-voting member of the Nominating Committee.~~

Amend Article 9 'Elections' as follows:

A-8 ~~Section Three~~ Within two (2) months of the resignation of any member of the Executive Committee there shall be a by-election. The elected candidate shall complete the term of office to which the former incumbent had been elected. By-elections shall follow the procedures used for the particular position in question.

Section Three Election of Officers

- A-9 (a) Candidates for election as Officers of the Association shall submit written statements of their qualifications, goals, and interest in serving. Normally, candidates for Chairperson will have served on a Standing Committee for at least one year during the last five years. Normally, candidates for Chief Steward will have served on the Contract & Grievance Committee for at least one term.
- (b) Where two or more candidates stand for an Officer position, an option to reject all candidates shall be placed on the ballots. Where only one candidate is nominated for an Officer position, a ratification ballot shall be conducted. Statements submitted pursuant to (a) above shall be circulated with the ballots.
- A-10 (c) If an Officer position other than Chairperson is or becomes vacant on or after 1 June, the Executive Committee shall appoint a member to that position for a specified term (not to exceed the normal term), subject to ratification by the membership at the next General Membership Meeting, to which Executive Committee shall submit a written statement of the appointee's qualifications, goals, and interest in serving.
- C-2 (d) In case of vacancy in the positions of Chairperson, notification shall be sent to the membership, along with a request for nominations, and a by-election held within three weeks of a nomination being received by the Returning Officer. The Acting Chairperson shall continue in the position for a transition period, which shall be until 1 September, 1 January, or 1 April, whichever comes first.

A-11 *Section Five* In the case of elected positions, except ~~Executive Committee positions~~ Officers of the Association, which are vacated during term other than through recall or which have remained unfilled after the closing of the annual nominations process, the Nomination Committee ...

B-6 ~~Section Six~~ The Grievance Officer and the Organizing Officer shall be appointed for a two year term by the Equity Committee, the Executive Committee and the Contract and Grievance Committee, meeting together. Each appointment must be ratified by the membership. Each Officer shall assume office June 1. An individual may serve as Grievance Officer or Organizing Officer for a maximum of two consecutive terms. The Grievance Officer or the Organizing Officer may be dismissed by the Equity Committee, the Executive Committee and the Contract and Grievance Committee, meeting together, prior to the conclusion of his/her term of appointment.

B-7 ~~Section Seven~~ The Negotiating Officer shall be appointed by the Equity Committee, the Executive Committee and the Contract and Grievance Committee, meeting together. The appointment must be ratified by the membership. The Negotiating Officer shall be appointed in sufficient time to prepare for negotiations. The term of the appointment shall be from the time of appointment until the ratification by the membership of the Collective Agreement under negotiations. An individual may serve as Negotiating Officer for a maximum of three consecutive terms or four consecutive years, whichever is the lesser.

Amend Article 10 'Recall' as follows:

- A-12 (a) If at any time a petition carrying the signatures of at least fifty (50) or 25% whichever is the lesser, of the constituents of any ~~elected~~ officer or representative is submitted to the Executive Committee demanding a new election of such officer or elected representative, a special by-election shall be held within one (1) month's time. The incumbent may be a candidate in that election. **The by-election shall be conducted in accordance with Article 7 Section 3(a) and (b).**
- (b) Notwithstanding (a) above, if at any time two-thirds of the voting members of the Executive Committee pass a motion of non-confidence in any Officer of the Association, a special by-election shall be held within one month's time. The incumbent may be a candidate in that election. **The by-election shall be conducted in accordance with Article 7 Section 3(a) and (b).**

B. By-laws amendments

Amend Other By-laws 3 as follows

A-13

The YUFA Executive Committee wishes to encourage area meetings of YUFA members:

- (a) Normally, the ~~faculty area~~ representatives on the Executive and the Contract and Grievance Committee ~~along with the chief steward of a faculty~~, should be responsible for calling such area meetings. With the approval of the Chairperson of YUFA, however, *either* of these persons may assume the responsibility.

NEW By-laws on Compensation and Accountability of Officers of the Association

A-14

1. **Compensation for Officers of the Association shall form a part of the annual budget pursuant to Article 13 Section 3 of the Constitution. Officers serving partial terms pursuant to Article 7 Section 3(c) or (d), shall be eligible pro-rata for any course release or other compensation regularly offered by the Association to that Officer.**

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2. **Prior to 1 July in each year, the Executive Committee shall develop a work plan for the year, including the work plans for each Officer, and shall present them to the membership in a widely available medium (campus mail, email, website).**
3. **On or about 1 September, 1 January, and 1 April, the Executive Committee shall report to the membership its progress in completing the work plan, including the work plans of each Officer, and any amendments to the plan. The reports shall be shall presented to the membership in a widely available medium (campus mail, email, website) and shall be an agenda item at the next General Membership Meeting.**