

Standing
Committees
Terms of Reference

*The Faculty Association
of the College of New
Caledonia*

STANDING COMMITTEES OF THE FACULTY ASSOCIATION

The successful operation of a professional union requires the involvement of all its members. The various standing committees of the Association carry out many specialized functions of the organization providing members with the opportunity to be actively involved. New faculty are particularly encouraged to stand for a position on one of the committees.

Committees report to the general membership at the Annual General Meeting in the spring.

A memo will be sent out after the Annual General Meeting listing the members of the committees.

The Professional Development Committee and the Occupational Health & Safety Committee are not standing committees of the Faculty Association. They are joint committees established by the terms of the Collective Agreement to administer the professional development fund and by Worksafe BC, respectively.

CONTRACT COMMITTEE

Purpose: To review existing contract language, identify problems or weakness in the contract, assess membership priorities and prepare positions for the next set of negotiations. The committee is chaired by the Vice-President, Negotiations.

Elections: Committee members are elected for a one year term in the spring at the Annual General Meeting.

Chair: The VP, Negotiations is the chair of the contract committee. The Chair usually serves as our committee representative on the FPSE Bargaining Coordination Committee.

EDUCATIONAL LEAVE COMMITTEE

Purpose: To prepare the eligibility list based on established procedures; notify eligible faculty of timelines and obligations; review and make recommendations about proposals to Educational Leave applicants; and make recommendations for leaves to the College President.

Elections: Committee members are elected for a one year term in the spring at the Annual General Meeting.

Chair: The Chair is elected by the Committee members.

HUMAN RIGHTS COMMITTEE

Mandate:

1. To ensure that human rights protection is available to members through the Collective Agreement.
2. To monitor the status of human rights on all campuses of CNC.
3. To provide information and education on human rights legislation and issues.
4. To communicate with other provincial and local organizations which promote human rights.

Elections: Committee members are elected for a one year term in the spring at the Annual General Meeting.

Chair: The Chair is elected by the Committee members. The Chair usually serves as our committee representative on the FPSE Human Rights & International Solidarity Standing Committee.

Women & Gender Equity Committee

Purpose: To promote equity for women, especially with lobbies on women's issues.

Elections: Committee members are elected for a one year term in the spring at the Annual General Meeting.

Chair: The Chair is elected by the Committee members. The Chair usually serves as our committee representative on the FPSE Women & Gender Equity Standing Committee.

SOCIAL COMMITTEE

Purpose: To organize social activities for the benefit of faculty members, i.e., monthly socials at the college and/or union office or other social activities, and to provide refreshment at general meetings.

Elections: Committee members are elected for a one year term in the spring at the Annual General Meeting.

Chair: The Chair is elected by the Committee members.

STATUS OF NON-REGULAR FACULTY COMMITTEE

Purpose: To promote better and more consistent representation of the interests of those faculty employees at the College who work as part time, non-regular part time, sessional, or regular part time faculty, and who are involuntarily deprived of job security, salary or benefits normally accorded regular faculty within the association membership.

Elections: Committee members are elected for a one year term in the spring at the Annual General Meeting.

Chair: The Chair is elected by the Committee members. The Chair usually serves as our member on the FPSE Status of Non-Regular Faculty Standing Committee.

POLITICAL ACTION COMMITTEE

Purpose: To promote awareness among faculty members of relevant political issues. The Committee may, from time-to-time;

- prepare and organize meetings with community and political leaders,
- promote cooperation with other organizations for the purpose of common political action,
- organize candidates' meetings,
- interview, gather data and research local candidates for Municipal, Provincial and Federal Elections and release information subject to approval by the FACNC Executive Council,
- lobby elected representatives on issues, policies, and actions and
- carry out any other projects assigned or approved by the Faculty Association Executive.

Elections: Committee members are elected for a one year term in the spring at the Annual General Meeting.

DISABILITY MANAGEMENT COMMITTEE

Purpose: This is a joint administrative/faculty committee. It assists faculty members who have an illness/injury that extends for more than 30 days to obtain benefits from Manulife Life and then assists in designing an appropriate return to work plan when the illness is resolved.

Elections: Committee members are elected for a three year term in the spring at the Annual General Meeting.

Chair: There is no chair, the committee works in a collaborative fashion. The Benefits Administrator from the CNC Human Resources department coordinates meetings, print materials and provides a monthly report.

COMMUNITY OUTREACH and RECRUITMENT ACTIVITIES

Purpose: To develop, guide and carry out plans for faculty-driven community outreach, student recruitment and student retention activities.

Elections: Committee members are elected for a one year term in the spring at the Annual General Meeting.

Chair: Two co-chairs are elected by the committee from the committee membership.