



association of university and college employees

May 1, 1981

AUCE Provincial Executive
901 - 207 West Hastings Street
Vancouver, B.C. V60 1J8

Attention: Sheila Perret

Dear Sheila:

As per Article 9 Procedure of our By-Laws - "Any amendments to these By-laws shall only become effective upon approval by the Provincial Association Executive", please find attached changes passed at our union meeting of April 28, 1981.

I thought I had enclosed earlier changes to you as well but can't find the letter so am sending them again.

Please advise us when they have been approved by the Provincial Executive. Thank you.

Fraternally,

Carole Cameron
Union Organiser
AUCE Local 1

Enc.

POSTAL ADDRESS:
AUCE Local #1
207 West Hastings Road
Vancouver, British Columbia
V6C 1J8

The following amendments to the Local I By-Laws have been passed at union meetings in the proper manner, that is with the appropriate advance notice to our membership.

E. Local Association Executive

The Local Association Executive shall include the following:

- President
- Vice-President
- Secretary-Treasurer
- Membership Secretary
- Union Organizer
- Union Co-ordinator
- 2 Trustees
- 2 Provincial Representatives
- Chairperson of the Grievance Committee
- Chairperson of the Contract Committee
- Chairperson of the Communications Committee
- Chairperson of the Action and Publicity Committee
- 1 Division Executive Representative from each Division

F. Election of Officers

F.2. (third paragraph)

Notwithstanding the above, nominations for full-time salaried positions will commence at the regular monthly meeting two months prior to the expiry of the incumbent's term. Full-time salaried officers will serve for one year from the date they assume office. Full-time salaried positions are paid as follows: All persons working full-time for the union will be paid at the same rate. This rate will be represented by Pay Grade 4, Step 6. The full-time salaried staff will be entitled to all the rights and benefits of the collective agreement.

Union members wishing to run for full-time salaried positions must submit a statement containing their qualifications and background. This statement will appear with the election ballot. Election for these positions will be conducted in the same manner as above.

G. Duties of Local Association Officers and Committees:

3. Secretary-Treasurer:

The Secretary-Treasurer shall be responsible for taking minutes of the meetings of the Local Association and of the Local Association Executive, shall be a member of the Executive and shall be an Ex-officio member of the Communications Committee; shall co-ordinate the production of the Division newsletters with the Division Executive Representatives; and further shall maintain accurately and properly such bookkeeping system as shall be set up under the instructions of the Local Association Executive. The Secretary-Treasurer shall present financial statements to each membership meeting and by January 1 of each year, shall submit the Local Association's books and all related papers to an auditor approved by the Local Association Executive. An annual audited financial report shall be circulated to the Local Association and Provincial Association Executives and presented to a general membership meeting of the Local Association before June 1 of each year. The duties of this position shall share the general office work (i.e. correspondence, mailing, filing, membership lists, etc.) and public relations.

G. Duties of Local Association Officers and Committees continued -

6. Union Organiser:

Shall be a member of the Executive, an ex-officio member of the Grievance Committee and shall do work related to that committee including the training of new members in the processing of grievances. This position is also responsible for the training of Local Shop Stewards. The duties of this position shall include maintaining the collective agreement, organising the steward, division and committee structures. Further, this position shall share the general office work (i.e. correspondence, mailing, filing, membership lists, etc.) and public relations. In the absence of the Union co-ordinator, will be an ex-officio member of the Contract Committee.

7. Union Co-ordinator:

Shall be a member of the Executive, an ex-officio member of the Contract Committee, shall be involved in negotiations and shall do work related to that Committee. When not involved in negotiations, this position shall become ex-officio on the Grievance Committee and shall do work related to that committee. The duties of this position shall include maintaining the collective agreement and sharing the general office work (i.e., correspondence, mailing, filing, membership lists, etc.) and public relations.

J. Meetings:

13. The annual fiscal meeting of the Local Association shall be the December membership meeting. At this meeting a projected budget shall be presented, debated and approved. Any major change in the categories, priorities, and amounts outlined in the budget in the ensuing year must be reported to and receive the approval of a membership meeting for which notice has been given to the membership. There shall be no salaried officers or staff unless it is so established by a membership meeting, which shall also determine the salaries of same, provided those salaries do not exceed the highest wage rate for the bargaining unit. During strike or lock-out, any salaried officers shall not receive more than the strike benefits paid to other members. Any officer or steward temporarily working on the legitimate business of the Local Association shall be paid at her/his regular job rate for any time lost from her/his job.