

AUCE

Association of University & College Employees

PROVINCIAL CONSTITUTION

RULES OF ORDER GOVERNING AUCE CONVENTION

POLICIES & PROCEDURES

May 1981

Member's Name _____

Subject to amendment at '81 Convention

A.U.C.E. PROVINCIAL, 901-207 WEST HASTINGS ST. VANCOUVER. V6B 1J8

PROVINCIAL ASSOCIATION OF UNIVERSITY AND COLLEGE EMPLOYEES

PROVINCIAL CONSTITUTION, RULES OF ORDER GOVERNING AUCE
CONVENTION AND POLICIES & PROCEDURES.

MAY 1981.

POLICIES & PROCEDURES contd.

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Section 1: NAME

This organisation shall be known as "The Association of University and College Employees" (AUCE) and shall hereinafter be referred to as "The Provincial Association."

Section 2: OBJECTIVES

The objectives of this Provincial Association shall be:

- A. To bring about fair wage standards and to assure uniform job classification with equal pay for work of equal value for all employees, regardless of sex, sexual orientation, age, marital status, physical disability, previous and current psychiatric or psychotherapeutic treatment, colour, race, religious or political beliefs, national origin, whether or not she/he is a part-time or a full-time worker, whether or not she/he is a part-time or a full-time student, and whether or not she/he has children and/or dependents.
- B. To bring about improvement in the working conditions of members and to dedicate its efforts towards maximizing the opportunities for personal growth in the work situation of all members.
- C. To charter Local Associations which will bargain collectively on behalf of Local Association members.
- D. To maintain at all times the principles of local autonomy and democracy within this Provincial Association and its Local Associations.
- E. To improve communications and interaction among members of the university and college community.
- F. Within the community the union shall work for the establishment of political and social equality, for free accessible education facilities, for recreation and cultural development, for community health services and against rent and price increases.
- G. To encourage in every way possible the unionisation of unorganised workers.
- H. To act as the voice for the membership on matters of Provincial or National scope, while recognising the need to preserve the autonomy of Locals and members in matters of Local concern.
- I. To defend and extend full trade union rights for all workers.

Section 3: JURISDICTION

The Provincial Association shall include but not be limited to jurisdiction over employees of any institution of higher education in British Columbia.

Section 4: MEMBERSHIP

- A. Membership shall be open to full and part-time employees coming under this jurisdiction.
- B. Where a Local Association exists, application for membership must be made to the Local Association.
- C. Where no Local Association has been chartered, employees may join as Headquarters Members of the Provincial Association. The Provincial Association shall assist such members in joining or forming a Local Association as soon as possible thereafter. Applications for Headquarters Membership shall be made to the Provincial Executive. Dues for Headquarters Members shall be equal to the per capita tax as set forth in Section 17A except for unemployed members covered under Sections 4H and 4I.
- D. Any Provincial Association Officer or Local Association Officer, or any person designated by either of them, shall have the authority to accept any application for membership, by affixing her/his signature on the application form in the space so provided, thereby giving such applicant membership status.
- E. Each person signing an application for membership and paying the initiation fee will thereby agree to comply with the aims and principles and policies of the Provincial Association.
- F. The initiation fee of this Provincial Association shall be one dollar (\$1.00) for each person wishing to become a member except in the case where laws or regulations require a lesser or larger initiation fee, in which case the provisions of the laws and regulations shall apply, instead and in place of the constitutional requirements.
- G. Any member failing to pay her/his dues including the per capita tax for a period exceeding three months while working within a bargaining unit shall be automatically suspended. The foregoing does not apply to members of a unit until they have signed their first collective agreement and implemented a regular system of dues collection. To be reinstated after suspension, a member must pay an assessment of twenty dollars (\$20.00) or her/his back dues, whichever is less.
- H. When a member becomes unemployed she/he shall retain full membership rights without paying per capita tax for a period of one hundred and fifty days (150) from her/his last per capita tax payment.

Section 4: MEMBERSHIP continued

- I. Members not employed in an AUCE bargaining unit may retain active membership rights by paying not less than the per capita tax each month. Membership will only lapse if the per capita tax is more than three (3) months in arrears. However, if a member makes application for "Honourary Withdrawal" of up to twelve (12) months, she/he can be reinstated as an active member upon resumption of payment of per capita tax. The foregoing does not apply to members of a unit pending certification.
- J. Any member in good standing may transfer from one local to another without being required to re-apply for membership in the union. When a member transfers from one local to another the dues paid to one local remain within that local.
- K. Any member in good standing shall have the right to attend any Provincial Association meeting or convention with voice, but no vote.
- L. In the organisation period prior to certification a member will be considered to be in good standing if she/he has paid the one dollar (\$1.00) initiation fee to the Provincial Association.

Section 5: CHARTERS

- A. The Provincial Association alone is vested with the power to establish Local Associations and to grant charters thereto in all establishments within its jurisdiction.
- B. Charters shall be issued only by the Provincial Officers and shall be signed by the President and Secretary-Treasurer.
- C. The Local Associations shall comply with the Provincial Constitution at all times.

Section 6: LOCAL ASSOCIATION AUTONOMY

A Local Association may secede only under the following conditions:

- A. Upon receipt of a petition of twenty-five percent (25%) of the membership of the Local Association involved, the Provincial Executive shall conduct a full enquiry and a referendum vote of the Local Association concerned. The Provincial Executive shall circulate notice of referendum outlining the matters in dispute one (1) month prior to the referendum. The vote shall be by secret ballot. A majority of the Local Association membership shall approve the motion for secession before it will be considered passed.

Section 6: LOCAL ASSOCIATION AUTONOMY continued

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- B. Following approval of secession by a Local Association membership in referendum the Provincial Association shall automatically nullify the Charter of the Local Association and exonerate its members from any further obligations towards the Provincial Association.
- C. In the event that a Local Association decides to secede from the Provincial Association to affiliate to another union or to become an independent body, that Local Association shall have the right to retain its assets and records. If the Local Association votes in like manner to Section 6A to dissolve the assets and records shall become the property of the Provincial Association.

Section 7: THE PROVINCIAL EXECUTIVE

- A. There shall be a Provincial Executive of the Provincial Association elected annually. It shall be comprised of the six Provincial Table Officers: President, Vice-President, Secretary-Treasurer, Provincial Organiser, Provincial Co-ordinator, Chairperson of the Trustees, plus two provincial executive members or duly elected alternates elected in accordance with Local Association By-Laws, by and from each chartered Local Association of the Provincial Association.
- B. i. a. One Provincial Officer position shall be salaried. She/he may be paid either full-time or part time for the entire year or for a fraction thereof as determined by the Annual Convention. The salary and benefits shall remain at the same rate as if she/he continued in his/her normal job as a member of the Local Association bargaining unit. During a strike or lock-out of the entire Provincial Association, the paid officer shall not receive more than the strike benefits received by the other members. The duties of the salaried position shall be described under Policies and Procedures. There shall be no other paid officers unless proposed at a Provincial Convention and approved by the Provincial membership in referendum.
- b. The Secretary-Treasurer shall be the sole salaried Provincial Officer.
- ii. a. The Provincial Association shall pay the lost wages of any member on leave from her/his job to work for the Provincial.
- b. The wage for members working for the Provincial Association on their own time shall be determined by the Provincial Executive.
- c. Notwithstanding section 7 B i, Local Associations may request the Provincial Association to pay the wages for the short-term appointment of resource persons to perform such duties as may be required by the Local Association and/or the Provincial.

- d. There will be a hire limit of sixty (60) days on such appointments which may be renewable at the discretion of the Provincial Executive.
 - e. For the purposes of this section 7 b ii, such resource persons shall be members in good standing of the Local Association or the Provincial Association.
- C. The qualifications for office in the Provincial Association shall be membership in good standing in a chartered Local Association.

Section 8: NOMINATION & ELECTION OF PROVINCIAL ASSOCIATION EXECUTIVE OFFICERS

- A. Each Provincial Officer of the Provincial Executive shall be elected by the members of the Provincial Association by referendum, the highest number of votes for each position to be sufficient to elect such officer. In the case where one person only is nominated for a certain position, her/his name shall go on the ballot with a 'yes' or 'no' beside it, a majority of 'yes' shall be necessary to elect such person. No member may be allowed to stand for election in more than one office on the referendum ballot.
- B. At least ninety (90) days before the Annual Convention, the Provincial Executive shall issue a call for nominations to fill the Provincial Executive positions. Further candidates may be nominated at the Convention. If a nominee is not present at the Convention, her/his written consent must be given to the Secretary-Treasurer at the time of nomination. No member shall nominate more than one candidate for each office.
- C. Statements of all eligible candidates for Provincial elections shall be distributed to all Local Associations who will make them available to the members prior to and during the voting.

Section 9: PROVINCIAL REFERENDUMS AND VOTING PROCEDURES

- A. Procedures for Conducting a Referendum Ballot

The Trustees will be responsible for the ballot and the conducting of the referendum under the following guidelines.

Eligibility:

 - 1. Only those members in good standing as per Section 4 articles G, H, I and L may vote.

Section 9: PROVINCIAL REFERENDUMS AND VOTING PROCEDURES continued
Conducting the Vote:

- 2. The Provincial Trustees shall for the list of members in good standing use the list submitted by the locals with their latest per capita tax payments as well as the latest lists of the Headquarters members from the Provincial Secretary-Treasurer for the ballot vote.

Any one whose per capita tax is in arrears but not exceeding three (3) months, or has become unemployed but not exceeding ninety (90) days from her/his last per capita tax payment, or if she/he is in the organisation period prior to certification, a ballot will be sent upon request to the Provincial Trustees from the Local Association or the individual. To verify eligibility, the Provincial Secretary-Treasurer will make available the necessary files to the Provincial Trustees.

The locals, upon request by the Provincial Trustees will supply a duplicate (two sets) of labels of their members for the mailing of the ballot as per their latest list submitted with their per capita tax to the Provincial Association. The Trustees shall send ballots only to names on the check-off lists if that list does not correspond with names of the labels.

Three envelopes will be used. The largest envelope will be addressed to the voting member. In this large envelope will be the ballot stating the date it must be returned to the Trustee of the Local, and will always have a space for abstentions. Any statements will also be included in this envelope. A small envelope without any markings will be included so that the marked ballot can be inserted and sealed. A return-address medium sized envelope with the voting member's label on the back of the envelope will also be included.

This is to be used by the voting member to put the sealed unmarked envelope containing the marked ballot into. The return envelope is then sealed and signed by the member and returned to the Local's Trustee or the Provincial Secretary-Treasurer (in the case of Headquarters members). When the Provincial Trustees have the referendum ready, they will send the addressed and sealed envelopes to the Local Association Trustee who will be responsible for the distribution, collection and checking against the membership lists the returned ballots. All valid, unused and destroyed ballots will be sent to the Provincial Trustees with the registration lists in care of the Provincial Executive. This must be done by registered mail, insured express or personal delivery and within seven (7) days of the completion of voting. The ballots will remain sealed until the Provincial Trustees meet. Each candidate will be allowed one scrutineer at any ballot count, or if a referendum is on a question other than election, each local will be eligible to send two (2) people to the ballot count if they wish.

Section 9: PROVINCIAL REFERENDUMS AND VOTING PROCEDURES continued

3. In the event that a Local Association (or Local Associations) is faced with the possibility of a strike or lock-out, it shall be the responsibility of the Local Association Trustees to set up alternative voting procedures such as a polling station, in order that the members may have maximum opportunity to cast their votes.
 4. Any referendum of the Provincial Association, whether for election, or any other reason, shall be conducted in accordance with this section of the Constitution.
- B. Results of the balloting will be circulated to Local Associations by the Provincial Trustees within seven (7) days of the results of the counting. Any protest alleging 'unfair ballot' or other irregularity must be presented in writing to one of the Provincial Executive officers within fourteen (14) days of the mailing from Provincial Headquarters of the results of the ballot in the Provincial Newsletter. Upon receipt of such notice, the Provincial Executive shall meet and if the protest is upheld another ballot shall be conducted.

Section 10: DUTIES OF THE PROVINCIAL EXECUTIVE

- A. The Provincial Executive shall have the entire management of the Provincial Association between Conventions and shall be held responsible for efficient management of same.
- B. Within four (4) months of the Annual Convention, the Provincial Executive shall ensure that an updated Provincial Constitution and Provincial Policy and Procedures Manual shall be distributed to the Provincial Association membership.
- C. The Provincial Executive shall meet at the call of the President or twenty-five percent (25%) of the members thereof, but in no case shall meetings be held less than quarterly. A majority of the members of the Provincial Executive shall constitute a quorum for the transaction of business at Provincial Executive meetings.

Section 11: DUTIES OF PROVINCIAL EXECUTIVE OFFICERS

- A. The President shall preside at all Provincial Executive Meetings and Conventions, except at the discretion of the meeting or convention and shall be the executive head of the Provincial Association. The President shall be charged with the responsibility of carrying out the decisions of the Provincial Association and the Provincial Executive. The President shall be a member, ex-officio, of all committees of the Provincial Association and shall be responsible for coordination between the committees and the Provincial Executive.
- B. The Vice-President shall assist the President and assume the authority and duties of the President in the event of her/his absence, resignation or recall.

- C. The Secretary-Treasurer shall be responsible for keeping a full and proper record of all monies received and expended and for maintaining accurately and properly such book-keeping system as shall be set up under the instructions of the Provincial Executive. The Secretary-Treasurer shall maintain all records, documents and correspondence of the Provincial Association. The Secretary-Treasurer shall submit a detailed financial report to each regular meeting of the Provincial Executive and to all Conventions.
- D. The Provincial Co-ordinator shall be at least responsible for co-ordinating the Newsletter Committee and cross-local education.
- E. The Provincial Organiser shall be at least responsible for service to locals, contacting and communicating with potential new locals and cross local education.
- F. All cheques issued by the Provincial Association or authorised by the Provincial Executive shall require the signature of the Secretary-Treasurer and one of the Vice-President or President.
- G.
 1. No Agreements shall be entered into by a Provincial Officer which change any terms or provisions of an existing labour agreement unless approval has been granted for such action by the membership of the bargaining unit concerned.
 2. The Executive of the Provincial Association shall be authorised to enter into loan agreements with the bank or credit union when necessary, in order to secure emergency funds for the Provincial Association or a Local Association. An emergency situation for the purposes of this section shall include but not be limited to a strike by, or a lock-out of, a Local Association. All loan agreements entered into by the Provincial Association shall require the signature of the Secretary-Treasurer and one of the Vice-President or President.

Section 12: RECALL OF PROVINCIAL EXECUTIVE

- A. The membership of the Provincial Association has the right to recall any Provincial Officer at any time. In order to initiate recall procedures, a petition signed by twenty-five percent (25%) of the Provincial Association must be sent to the Provincial Secretary-Treasurer by registered mail. The Provincial Trustees shall have ballots printed and circulated to the Local Associations for a referendum ballot within thirty (30) days of the receipt of said petition by the Secretary-Treasurer. The referendum ballot shall be conducted by Local Association Trustees within seven (7) days of the receipt of the ballots. A majority of the ballots cast shall be necessary to recall the officer.
- B. Any Provincial Officer not attending three (3) consecutive Provincial Executive meetings without reasonable excuse, shall have her/his position declared vacant.

Section 12: RECALL OF PROVINCIAL EXECUTIVE continued

- C. A chartered Local Association's representatives on the Provincial Executive may be recalled by a majority of votes cast in a referendum vote of the Local Association membership involved. After notice of motion has been duly given, and the approval for a referendum vote has been obtained by a majority vote at a Local Association meeting, the vote to recall shall be held not earlier than seven (7) days nor later than twenty-one (21) days. Any vacancy in a chartered Local Association's representation on the Provincial Executive as a result of recall shall be filled within two (2) months.
- D. If a local representative on the Provincial Executive is absent from three (3) consecutive meetings of the Provincial Executive, their local must be notified in writing by the Provincial Executive.

Section 13: VACANCIES IN PROVINCIAL EXECUTIVE POSITIONS

- A. In the event of a vacancy for any reason in any of the Provincial Executive offices elected at large, the following shall occur:
- i) If the vacancy occurs within four (4) months of the next Annual Convention, the Provincial Executive shall be responsible for ensuring that the duties of the office shall be carried out. If the vacancy is in the office of the President, the Vice-President shall assume the position of same.
 - ii) If the vacancy occurs four (4) months or longer before the next Annual Convention, the Provincial Executive shall publish notice of the same in the Provincial Newsletter. It shall call for nominations to fill the position, and publish the date upon which the nominations shall be closed. Such date shall be at least two (2) weeks after the notice of vacancy is published. A referendum ballot shall then be conducted as per Section 9 A.
- B. Any Provincial Officer who for any reason ceases to hold office, shall forthwith upon termination of her/his position as officer, turn over to the Provincial Executive all records, documents, books, funds, assets and all other property of the Provincial Association.

Section 14: PROVINCIAL COMMITTEES

- A. Standing committees may be proposed by a Provincial Association member subject to approval of the Annual Convention.
- B. Ad hoc committees may be formed by the Provincial Executive or by resolution of any Convention.

Section 14: PROVINCIAL COMMITTEES continued

- C. There shall be a committee of three (3) known as the Provincial Trustees nominated and elected at the Annual Convention by secret ballot vote of those delegates present. The Chairperson of this committee shall be elected by provincial referendum and shall serve on the Provincial Executive. The candidates for the position of Chairperson of the Trustees shall be the three (3) trustees nominated and elected at the Convention. The Trustees shall maintain and update the Provincial Constitution and Provincial Policies and Procedures manual. It shall be the responsibility of the Trustees to conduct all voting for the Provincial Association including those votes at the Annual Convention, at Special Conventions and between conventions, and particularly referendum votes of the Provincial Association membership. The Trustees shall keep written records of the results of each election or referendum. These records shall be open to any member of the Provincial Association upon request. The Trustees shall be responsible for checking the credentials of those entering the Provincial Association Convention to ensure that those attending are delegates, members in good standing of the Provincial Association who are attending as observers, or invited guests.
- D. There shall be a committee known as the Provincial Newsletter Committee. The committee shall be chaired by the Provincial Co-ordinator and shall be responsible for the publication of the Provincial Newsletter, Bulletins and assisting the Trustees in distributing the Provincial Constitution and Provincial Policies and Procedures Manual.
- E. A majority of a committee shall constitute a quorum for the transaction of business of that committee.

Section 15: UNION EDUCATION

- A. There shall be a standing committee known as the Education Committee. It shall be composed of no less than four (4) members of the Provincial Executive including at least one of the Provincial salaried officers, and it shall be chaired by the Provincial Organiser.
- B. It shall be the general responsibility of the Education Committee to provide assistance to the Locals in the education of members in matters relating to collective bargaining, steward training, grievance and arbitration issues, occupational health and safety, and other subjects as may be appropriate.
- C. It shall be the specific responsibility of the Education Committee to co-ordinate the organisation of at least two conferences for members of the Provincial Association per year. One conference per year shall be on the topic of strategies and techniques in collective bargaining. The topic of the second conference shall be determined by the Provincial Executive.

Section 16: CONVENTIONS

- A. The Annual Convention of this Provincial Association shall be held normally in the spring. The date thereof shall be announced at least ninety (90) days in advance of the date so set. It shall be the responsibility of the Provincial Executive to make arrangements for the Annual Convention.
- B. Notwithstanding the foregoing, Special Conventions may be called by the Provincial Executive on two (2) weeks notice. Special Conventions shall be for the sole purpose of discussing a specific urgent situation. The President or Provincial Executive must call a Special Convention upon receipt of a petition of twenty-five percent (25%) of the membership of the Provincial Association.
- C. Delegates:
 1. Any member in good standing is eligible to be a delegate to the Annual Convention or Special Conventions. Delegates shall be elected by Local Associations on the following basis:
1-50 members: 2 delegates; 1 delegate for each additional 50 members or majority fraction thereof up to 200 members. Thereafter, 1 delegate for each 100 members or majority fraction thereof. No more than 10 delegates shall be allowed from each Local Association, except where application is made by the Local Association for additional representation and such request is granted by the Provincial Executive, subject to the approval of the Convention.
 2. Local Associations shall elect alternates to provide for the inability of any of the delegates to attend.
 3. Delegates and Alternates shall be elected in accordance with Local Association By-Laws. If Local Association By-Laws do not outline specific procedures for delegate election, delegates shall be elected by secret ballot vote at a Local Association membership meeting. Alternates shall be elected by choosing first, those with the highest number of votes after the elected Delegates.
 4. Members of the Provincial Executive shall automatically be delegates to Conventions in addition to the delegates elected by the Local Associations as in Section 16 C 1.
 5. Delegates elected to the Annual Convention shall serve also for any Special Convention except as decided by a Local Association.

Section 16: CONVENTIONS continued

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- D. There shall be a committee known as the Resolutions and Constitution Committee which shall consist of no less than four (4) elected delegates to the Annual Convention. Each Local Association shall be entitled to have one of its delegates as a member of the Resolutions and Constitution Committee. If the Provincial Association is composed of less than four (4) Local Associations, the Provincial Executive shall appoint additional members of the Committee to bring its total membership to four (4). The Committee shall elect one of its members to serve as chairperson. The Resolutions and Constitution Committee shall print all proposed resolutions and constitutional amendments and submit them to the Provincial Association Conventions. Resolutions to the Provincial Annual Convention must be received by the Provincial Secretary-Treasurer at least twenty-eight (28) days prior to the Convention date. Emergency resolutions can be accepted from the floor of the Convention.
- E. A majority of the registered delegates to a convention shall be necessary to form a quorum for the transaction of business.
- F. The rules of order shall be presented for approval by a majority of delegates present as the first order of business in the official agenda.

Section 17: REVENUE AND FINANCES

- A.
 1. The revenue of the Provincial Association shall be derived from a per capita tax of three dollars and twenty-five cents (\$3.25) per full/time members per month, excluding those members unemployed as dealt with in Section 4 G, 4 H and 4 I of this Provincial Constitution. Other than full time members shall pay a per capita tax of twenty-five (25%) per cent of the dues collected per month. The amount of per capita tax shall be changed only by a majority of ballots cast in a referendum of the Provincial Association membership.
 2. The revenue of the Provincial Association may also be derived from any Special Assessments, as referred to in Section 17 C.
- B. Twelve and one half (12 1/2) percent of the per capita tax collected shall be deposited in the strike fund.
- C. Should an emergency arise and the Provincial Executive decide that an assessment of the Provincial Association is necessary, a referendum ballot of the Provincial Association members will be taken. Reasons for, and the duration of the proposed assessment will be distributed with the ballots. A majority of ballots cast in favour of said assessment shall be considered approval.
- D. Per capita tax shall be forwarded to the Provincial Secretary-Treasurer on a regular basis each month and deposited in the name of the Provincial Association. Up to date records of membership lists shall be submitted to the Provincial Executive.

Section 17: REVENUE AND FINANCES continued

- E. Provincial Auditor:
There shall be one Auditor who shall not be an employee of the Provincial Association and shall be a Chartered Accountant or a Certified General Accountant. The Auditor shall be appointed by the Provincial Executive subject to the approval of the Convention. After approval by the Provincial Convention, the Auditor may not be dismissed except with the approval of the Provincial Convention, but in the event that such Auditor shall resign or due to death, illness or other incapacity be unable to carry on her/his duties, the Provincial Executive is authorised to appoint a new Auditor until the following Annual Convention.
- F. Any member of the Provincial Association working on the legitimate business of the Provincial Association with the approval of the Provincial Executive shall be paid according to Section 7 B 11 (The Provincial Executive).
- G. 1. Each year the proposed budget for the Provincial Association of AUCE will be approved at the Annual Convention.
2. At least two weeks before the Annual Convention, the budget will be distributed in the Provincial Newsletter as part of a Convention Issue to each member of the Local Associations for consideration.
- H. That no financial arrangement or commitment concerning loans, grants or leases be entered into by the Provincial Executive and/or the Provincial Association without appropriate written documentation which, where pertinent, shall include but not be limited to information concerning amount of loan, length of loan, interest if any, and repayment schedule.

Section 18: STRIKES AND LOCKOUTS

- A. At least seventy-two (72) hours before the commencement of a strike, representatives of the certified bargaining unit shall meet, where feasible, with the Provincial Table Officers to discuss the strike, with a view to improving the effectiveness of the strike. During the strike, the Local shall communicate the progress of the strike to the Provincial Executive, through their Local representatives on the Provincial Executive.
- B. A certified bargaining unit shall not strike without the approval of the membership in the unit. Provincial strike benefits will be determined by the Provincial Executive in consultation with any Local Association on strike.

Section 19: DISCIPLINE

- A. The Local Associations have the right to discipline any member for a violation of the Provincial Constitution, Local Association By-Laws, or decisions of Local Association meetings or convention, only after a fair hearing and a majority vote at the Local Association meeting. The accused shall be presented with the charges in writing at least ten (10) days prior to the hearing and shall have the right to have a member of the Provincial Association act as her/his counsel. The accused shall also be advised in writing at least ten (10) days prior to the hearing of her/his right to counsel and rights of appeal.
- B. The Local Association, after such hearing, shall, if the accused is found guilty, have the right to impose any or all of the following penalties:
1. Reprimand the member;
 2. In the case of a member who is found guilty of collusion with the employer during a legal strike of the Local Association, a fine of all monies earned by the member during the strike will be imposed. Furthermore in the event that a Local Association votes that no member shall cross a given picket line, any member who so crosses shall be subject to the above fine.
 3. Recommend to the Annual Convention that she/he be expelled. Any member found guilty and recommended for expulsion shall be ineligible to hold office.
 4. Suspension of a member from participating in any or all union activities.
- C. The accused will have the right to appeal to the next Provincial Convention and shall have the right to choose a member of the Provincial Association to act as her/his counsel. However, the decision of the Local Association shall stand unless and until reversed on appeal.
- D. In the case of a member who is found guilty of collusion with the employer during a legal strike of the Local Association, a fine of all monies earned by the member during the strike will be imposed.
- E. The Provincial Convention shall have the power to discipline Provincial Officers and impose any and all of the penalties listed in Section 19 B.

Section 20: PROCEDURES

- A. Except as otherwise provided for in this Constitution, Bourinot's Rules of Order shall govern the conduct of all Conventions, Provincial Executive meetings, Local Association meetings and the Local Association Executive meetings.

Section 20: PROCEDURES continued

- B. Amendments may be made to this Constitution by a majority vote of the registered delegates at any Provincial Association Convention.
- C. If 50% plus 1 of the delegates present at a Convention so demand, any motion passed at the Convention shall be subject to ratification or rejection by the membership of the Provincial Association in a referendum ballot. Until the results of the referendum are announced the motion as carried shall stand. Referendum ballots shall be mailed within thirty (30) days of the final day of the Convention.

Section 21: LOCAL ASSOCIATION BY-LAWS

The Constitution of each Local Association shall be consistent with the Constitution of the Provincial Association. The By-Laws of each Local Association shall, in substance, contain the following provisions, together with any others that are not inconsistent with the provisions of this Constitution, and which have been approved by a majority vote of the Local Association at the first meeting of that Local Association chartered by the Provincial Association Executive. Local Association By-Laws and amendments to said By-Laws must be approved by the Provincial Association Executive.

A. NAME

This Local Association shall be known by name as "The Association of University and College Employees No. ___", and shall hereinafter be referred to as the "Local Association".

B. OBJECTIVES

The objectives of the Local Association shall be the same as those of the Association of University and College Employees, as provided in Section 2 of the Provincial Association Constitution.

C. JURISDICTION

The jurisdiction of the Local Association shall be the same as that of the Association of University and College Employees, as provided in Section 3 of the Provincial Constitution, except where otherwise determined by charter grant.

D. MEMBERSHIP

Application for membership in the Local Association shall be made in writing and may be accepted from the applicant by a Local Association officer or designated authority. Each person signing an application for membership and paying the initiation fee will thereby agree to comply with the aims, principles and policies of the Provincial Association.

Section 21: LOCAL ASSOCIATION BY-LAWS continued

Upon acceptance of such application according to Section 4 D of the Provincial Association Constitution, the applicant shall be entitled to full membership status. The initiation fee of this Local Association shall be one dollar (\$1.00) for each person wishing to become a member except in the case where the laws or regulations of the Province or the laws and regulations of the Federal Government require a lesser or larger initiation fee, in which case the provisions of the laws and regulations shall apply, instead of and in place of the By-Law requirement.

E. LOCAL ASSOCIATION EXECUTIVE

The Officers of the Local Association shall include, but not be limited to the following: President, Vice-President, Secretary, Two (2) Trustees. The Offices of Secretary and Treasurer may be amalgamated at the Local Association's discretion. Each certified unit shall be entitled to have at least one (1) member on the executive as a member-at-large.

F. ELECTION OF OFFICERS

1. A nominee for any office must be a member in good standing of the Local Association.
2. The nomination of Local Association Officers shall commence at the regular monthly meeting in ___ and close at the regular monthly meeting in the following month. Annual elections of Local Association Officers shall be by referendum ballot vote. At least fourteen (14) days prior notice of the election shall be given to the membership. The person receiving the largest number of votes in any election shall stand elected. In the event that only one person is nominated for an office, no secret ballot shall be held for that position and that person shall be elected by acclamation.
3. The two Local Association Trustees shall be responsible for the fair conduct of the balloting in all Local Elections. In the event that a Trustee is running for office and is therefore not available to act as a returning officer, the Local Association Executive shall appoint a returning officer accordingly. No member running for office shall be eligible to act as a returning officer in that election. Each candidate will be allowed one (1) scrutineer at the polling station(s) and at the ballot count. The results of the balloting will be announced as soon as possible after the election in the Local Association.
4. Any Protest alleging "unfair ballot" or other irregularity must be presented in writing to the Secretary of the Local Association within seven (7) days of the results of balloting being announced. Upon receipt of such protest the Local Association Executive shall meet and if the protest is upheld another ballot shall be conducted. All ballots and voting lists shall be held by the Trustees for a reasonable period after the election. A motion to destroy the ballots shall be in order at a subsequent Local Association General Meeting following the election.

Section 21: LOCAL ASSOCIATION BY-LAWS continued

5. The election of Local Association Representatives to the Provincial Executive and the alternates shall be held at the same time and in the same manner as the elections of the Local Association Officers. The Local Association delegates to the Provincial Association Conventions, including the delegate who will act as a member of the Provincial Resolutions and Constitution Committee, shall be elected by secret ballot at a Local Association membership meeting prior to the date of the Provincial Association Convention concerned.
6. Each certified unit shall be entitled to elect their member-at-large to the Local Association Executive by secret ballot and at a time and place to be agreed upon in advance with the Local Executive. The member-at-large may be elected at any time but elections must be held at least once annually.
7. No candidate may be elected to any office who is not present at the nominating meeting unless written consent to serve in the office, if elected is presented to the Officer presiding over that meeting at the time of nomination.

G. DUTIES OF LOCAL ASSOCIATION OFFICERS

1. The President shall preside at all meetings of the Local Association and of the Local Association Executive, and shall be a member ex-officio of all committees.
2. The Vice-President shall assist the President, and shall assume the authority and duties of the President in her/his absence.
3. The Secretary shall be responsible for taking accurate minutes of meetings of the Local Association and of the Local Association Executive. The Secretary shall be responsible for all official correspondence as directed by the Local Association membership or by the Local Association Executive.
4. The Treasurer shall maintain accurately and properly such book-keeping system as shall be set up under the instruction of the Local Association and of the Local Association Executive. She/he shall present financial statements to each membership meeting, and shall circulate an audited financial report to the Local Association and Provincial Association Executives by ___ of each year. This report shall be read at the ___ membership meeting.
5. The elected officers shall normally assume their duties of office within seven (7) days after the results of the balloting have been announced unless a protest is lodged as under Section F 4 above.
6. All cheques issued by the Local Association shall require the signature of the Treasurer and one of the following: the President, the Vice-President or Secretary. Application for certification and other legal documents shall be signed by the Local Association President and Secretary.
7. No agreements shall be entered into by a Local Association Officer which change any terms or provisions of an existing labour agreement unless approval has been granted for such action by the bargaining unit concerned.

Section 21: LOCAL ASSOCIATION BY-LAWS continued

H. VACANCIES IN LOCAL ASSOCIATION TABLE OFFICER POSITIONS

1. Any Local Association Officer will have her/his office declared vacant if she/he misses three (3) consecutive executive meetings without reasonable excuse.
2. Local Association by-elections shall be called by the Trustees when an office becomes vacant unless such office becomes vacant within two months of the opening of annual elections, in which case the office shall remain vacant until the annual elections can be held. By-elections shall be held by secret ballot vote at any Local Association membership meeting where the membership has been duly notified, or by referendum ballot vote.

I. RECALL OF LOCAL ASSOCIATION OFFICERS

A Local Association Officer may be recalled at any time by a majority of the votes cast in a referendum vote of the Local Association membership. After notice of motion has been duly given and the approval of a referendum vote to recall has been obtained by a majority vote of the Local Association membership at a membership meeting, the vote to recall shall be held not earlier than seven (7) days nor later than twenty-one (21) days. Any vacancy on the Local Association Executive as a result of recall shall be filled by a by-election as in Section H 2 above.

J. STEWARDS

The Local Association shall maintain a steward structure. All stewards are to be elected on the job. Steward committees shall be encouraged.

K. MEETINGS

1. Any member in good standing of the Local Association shall have the right to attend any meeting of the Local Association, including Executive and committee meetings, in which case the member shall have voice at the discretion of the chair, but no vote.
2. Meetings of this Local Association shall be held on a regular basis, but in no case less than quarterly. Special meetings may be held at any time by a majority decision of the Local Association Executive or by a petition of ___ of the Local Association Members or by a decision of a regular Local Association membership meeting. ___ members of the Local Association shall constitute a quorum at any membership meeting. Meetings of the Local Association Executive shall be held monthly at a regular time. ___ members of the Local Association Executive shall constitute a quorum at an executive meeting.

L. DUES AND FINANCES

1. Monthly dues shall be ___ for every member of the Local Association and shall be payable each month. Dues can only be changed with the approval of the membership of the Local Association involved.

Section 21: LOCAL ASSOCIATION BY-LAWS continued

2. The Local Association shall have the right to levy on its members, for special purposes, one assessment per year of at most five dollars (\$5.00), which shall be voted on by two-thirds (2/3) majority vote of the members at a Local Association membership meeting, provided that proper notice has been given at least fourteen (14) days prior to the vote. Further assessments shall only be levied as a result of a referendum ballot.
3. All monies in the hands of the Treasurer shall be deposited in the name of the Local Association and a complete record of all monies received and paid out shall be kept. There shall be a yearly audit. The Trustees shall be responsible for inspecting the financial records of the Local Association.

M. APPROVAL OF CONTRACT

A contract must be approved by a majority of the membership of the bargaining unit concerned.

N. STRIKES AND LOCKOUTS

A bargaining unit shall not strike without the approval of the membership of that unit. Voting shall be by secret ballot and a majority of votes cast shall be necessary for a strike to take place.

O. DISCIPLINE

Any member of the Local Association shall have the right to prefer charges against any other member of the Local Association or any Provincial Association Officer according to Section 19 of the Provincial Constitution. Charges can be preferred against any member or officer who:

1. Violates any provision of the Provincial Constitution and/or Local Association By-Laws.
2. Obtains membership through fraudulent means or by misrepresentation.
3. Fraudulently receives or misappropriates any property of the Provincial Association or Local Association.
4. Acts in collusion with the employer with a view to injuring the Provincial Association or Local Association.

P. PROCEDURES

1. Except as otherwise provided in these Local Association By-Laws and the Provincial Association Constitution, Bourinot's Rules of Order shall govern the conduct of all Local Association meetings and Local Association executive meetings.

Section 21: LOCAL ASSOCIATION BY-LAWS continued

2. Any of these by-laws may be amended by a majority vote at a Local Association membership meeting provided that notice of motion of the amendments or changes has been posted at least seven (7) days prior to the vote. The Local Association shall send copies of any by-laws and amendments to the Provincial Executive. The Provincial Executive shall only have the right to veto an amendment which is in conflict with both the spirit and letter of the constitution. Notwithstanding the above, the Provincial Executive shall approve the by-laws of any new Local Association at the time of said by-laws.

Q. CHARTER MEETING

The method of election of Local Association Officers in a newly chartered Local Association shall be determined by the members at the charter meeting. The quorum shall be a majority of those members applying for a charter.

RULES OF ORDER GOVERNING A.U.C.E. CONVENTION

(Based on Bourinot's Rules of Order, Union Constitution, and Rules of Previous Conventions.)

1. The final deadline for submission of all resolutions and constitutional amendments to the Provincial Executive is no later than _____ (28 days prior to Convention.) except Special Conventions in which case the time required may be less.
2. Any resolution or proposed Constitutional amendment to be accepted must be submitted by the executive committee or a body directly affiliated or chartered by this organisation and signed by the presiding officer and secretary. A resolution shall not deal with more than one subject, shall refer to the action which is proposed, and shall contain not more than one hundred and fifty words.
3. Resolutions and Constitutional Amendments received or submitted contrary to the above shall be referred to the Provincial Executive who may refer such proposals or proposal to the Convention with the understanding that consideration is dependent upon two-thirds majority consent of the Convention.
4. Resolutions and Constitutional Amendments properly received by the Provincial Executive for consideration by the Convention shall be referred to the Resolutions and Constitution Committee. No later than _____ (14 days prior to Convention.), copies of the proposed resolutions and Constitutional Amendments shall be distributed to those accredited delegates for whom the Provincial Executive has received notice in writing, with the exception of Special Conventions, in which case the time may be less.
5. That the Rules of Order of Convention be amended such that in the case of Emergency Resolutions at Convention which deal with disbursement of Provincial Association funds, in excess of \$1000, either as loans or direct grants to organisations other than A.U.C.E. locals, such resolutions be put to referendum ballot by all members of the Association (union).
6. A quorum shall be a majority of registered delegates.
7. The President shall preside at the Convention, and in her/his absence, the Vice-President shall preside, except at the discretion of the Convention.
8. When a delegate wishes to speak she/he shall address the Chair. When recognised by the Chair, she/he shall give her/his name and the name of the Local she/he represents. The speaker shall also indicate whether speaking for or against the motion.

Rules of Order Governing A.U.C.E. Convention

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9. An amendment to the main motion may be moved, must be seconded, and must not be contradictory to the main motion.
10. An amendment to the amendment (subamendment) may also be considered, and must also be moved and seconded. When this happens voting is conducted in this order:
 - a) the subamendment
 - b) the amendment
 - c) the main motion as amended.
11. Speeches shall be limited to 5 minutes except in moving a resolution, when the delegate shall be allowed 10 minutes.
12. A delegate shall not speak more than once upon a subject, until all who wish to speak have had an opportunity to do so.
13. A delegate shall not interrupt another except it be to call a point of order. ("Any member may at any time rise on a point of order, interrupting a speaker if necessary, to point out a breach of rules." pg. 56 Stanford ed. Bourinot's Rules of Order)
14. If a delegate be called to order, the delegate shall, at the request of the Chair, take her/his seat until the question of order has been decided.
15. Any delegate may appeal the decision of the Chair ("Challenge the Chair"). The Chair shall step down for the duration of the challenge. The Vice-President shall chair the challenge. The Chairperson (Vice-President) shall then put the question thus: "Shall the decision of the Chair be sustained?" The question shall not be debatable except that the Chairperson and the challenger may make an explanation for their decisions.
16. Any motion passed at Convention should contain provision for whether the work involved is to be carried out by: Cross-local committee and/or the Provincial Executive and/or individuals on a salaried or volunteer basis.

AUCE PROVINCIAL POLICIES AND PROCEDURES

The Provincial Trustees shall maintain and update the Provincial Constitution and Provincial Policies and Procedures Manual.
May 1978

That past, present and future resolutions passed at AUCE Provincial conventions be gathered into a looseleaf booklet entitled- AUCE Provincial Policies and Procedures.
June 1976

DUTIES OF THE PROVINCIAL EXECUTIVE

CONVENTIONS

The Provincial shall assume responsibility for the preparations for the next Annual Convention, any Special Conventions, and any Provincial committee meetings.
June 1976

RESEARCH

The Provincial Association will be responsible for providing research and documentation for the locals in the following areas:

- a. Federal and Provincial legislation or developments, particularly in the fields of labour, women, and education, or any other developments that may affect the membership of the Provincial;
 - b. The activities of other unions which may be of interest to the locals;
 - c. Labour Relation Board rulings;
 - d. Anti-inflation Board rulings;
 - e. A summary of arbitration cases that may be useful to the locals;
 - f. General research pertaining to women that may be useful to the locals;
 - g. Statistical information on such subjects as labour, economics, and women, and on other matters that may be useful to locals, especially in contract negotiations;
 - h. Any other general research that the Provincial feels may be relevant to the membership.
- June 1976

PROVINCIAL LEGISLATION

That the Provincial Executive be charged with the responsibility of keeping track of Provincial Labour legislation.
September 1974

NEWSPAPER CLIPPINGS

The Provincial Association shall organize a newspaper clipping service run by volunteers and send copies of such clippings to the locals.
June 1977

CROSS LOCAL PACKAGE

There be the distribution bi-monthly of a cross-local package, consisting of reports and documents pertaining to the activities of individual locals and of the Provincial Executive. This package would contain more detailed reports than the Provincial Newsletter, and would be intended to enable committees and executives to share their resources and experiences.
June 1976

SEMINARS

That the Provincial Executive hold a Contract Seminar, a Grievance Seminar and an Organizational Seminar at least once a year and that provision be made for four (4) representatives from each local to be paid for time lost from work to attend these seminars. Locals may send other representatives paid for by the local.
June 1977

SHOP STEWARD SEMINARS

That AUCE organize shop steward seminars on a local level.
May 1978

LABOUR STUDIES COURSES

That the Provincial Executive identify pertinent courses on Labour Relations and encourage AUCE members to attend such courses and pay one-half of the tuition for these courses for persons approved by the local executive and that persons who have taken these courses serve as resource people to their own and other locals whenever possible.
June 1977

LOCAL REQUESTS TO SEE CANDIDATES

That in order that as many members as possible have an opportunity to evaluate the candidates for provincial office before the referendum election is held, those candidates nominated shall be required to attend 1 meeting of each local association which requests their presence within a reasonable time before the referendum is held. The Provincial Association shall pay for any costs incurred, including time lost from work for candidates.
November 1975

SHORT TERM LEAVE OF ABSENCE

That local association may request the Provincial Executive to pay lost time wages on occasion for the short-term appointment of resource persons who take a short-term leave of absence from their job in an AUCE bargaining unit to perform such duties as may be required by a local association. That there be a time limit of 60 days on such appointments, which may be renewable at the Executive's discretion.
November 1976

That the salary of the person on leave will be the same as their job rate, plus the cost of the employee's share of her/his benefits.
June 1975

SERVICE OF LOCALS

If 2/3 of a quorum of the Provincial Executive so approve, any local of the Association may be granted the services of the full-time rep. for a period of up to 10 working days during the period between Annual Conventions. It is understood that the work and activity of the Provincial will not be unduly hindered by such request.
June 1976

NEWSLETTER

That the Provincial Union Organizer be responsible for preparing the Provincial Newsletter as well as present duties.
May 1978

That Provincial Newsletter will be published after every Provincial Executive meeting and will contain a report on the decisions of that Executive meeting, the Local reports presented at the meeting, as well as other articles.
June 1977

There be the publication of a bi-monthly provincial newsletter for the membership of the Association.
June 1976

Be it resolved that a standing Newsletter Committee of AUCE be struck to publish a Provincial Newsletter four times yearly on behalf of the Provincial Executive. The Secretary/Treasurer chair the Committee and that each local delegate one representative to serve on this committee.
November 1975

That the Provincial Council be in charge of publishing a Provincial Newsletter which shall be put out every other month, and the first issue of which shall appear no later than two months after the present convention.
June 1975

PROVINCIAL EXECUTIVE MEETINGS

1. All Provincial Executive meetings will start on time as scheduled.
 2. Saturday Provincial Executive meetings will start at 10:00 a.m.
 3. A chart will be established in order to have volunteers sign up to arrive earlier and make coffee/tea, to do any xeroxing or gestetnering necessary, and to stay at the end of meetings to do clean-up.
 4. Secretary-Treasurer will send notices to all Provincial Executive members and Local offices reminding them of meeting dates & times.
 5. We start each meeting with a review of the agenda, a report by the Table Officers on priority of items and approximate time estimated to be needed to conduct each item of business, and that the chairperson of each meeting meet with Secretary-Treasurer prior to each meeting to discuss agenda.
 6. Local representatives arrival times will be recorded.
- December 15, 1979 Provincial Executive Meeting.

PROVINCIAL FULL-TIME REPRESENTATIVE

Job Description- Secretary-Treasurer

Be it resolved that the following be adopted as a job description for a Provincial full-time representative.

1. The full-time rep. will be responsible for the co-ordination and production of the bi-monthly newsletter, under the direction of the Provincial Executive and/or any Provincial Newsletter Committee.
2. The full-time rep. will primarily be responsible for the research that the Provincial Association requires, and for publishing the bi-monthly research report for all locals.
3. The full-time rep. will be responsible for the coordination and production of the bi-monthly cross-local report under the direction of the Provincial Executive and/or any Provincial cross-local report committee.
4. The full-time rep. will be responsible for the preparation and coordination, if requested, of any Provincial conventions, cross-local committee meetings, Provincial Committee meetings, and any other meetings held under the auspices of the Provincial Executive.
5. The full-time rep. will be responsible for the maintenance and running of the Provincial office, and ensure that the office is open and available to Association members at certain regular times to be designated by either the convention or the Provincial Executive.
6. The full-time rep. will be responsible for any administrative or clerical duties assigned to her/him by the Provincial Association.
7. That the full-time rep. shall aid in the organization of the locals.
8. Notwithstanding the above, the priorities and direction of day-to-day work of the organizer shall be the responsibility of the Provincial Executive between conventions.

June 1976

Salary

That the salary of the Secretary/Treasurer would be the same as her/his regular job rate, plus benefits.
June 1976

That the Provincial Secretary-Treasurer attend Executive meetings of the Local Associations on a regular basis with the permission of the local.
June 1977

FINANCES

FISCAL YEAR

That the Fiscal Year be April 1 to March 31.
June 1976

BUDGET

That the Secretary-Treasurer (in cooperation with the Provincial Organizer if such a position is approved) be required to present at the beginning of the spring annual convention a budget for the Provincial Association for the following fiscal year to be voted on at the end of the spring annual convention.
June 1976

FINANCIAL REPORTS

That the Executive of the Provincial Association make available to the Locals complete financial reports including budgets, projections (if any), and all motions pertaining to the running of the Association, and be it further resolved that this distribution to the Local executives be the duty of the Provincial representatives.

LOCAL SEMINARS

That when requested and when necessary, the Provincial will pay expenses for resource people to travel to out-of-town AUCE locals to conduct 'portable' seminars for AUCE locals.
May 1978

TRAVEL EXPENSES

1. Expenses be handled by AUCE Provincial on a reimbursement basis up to \$12.50 per day for out-of-town reps where lunch is provided.
2. That the Expense Claim Voucher proposed by Jenny Somero be adopted for the time being.
3. That reimbursement for expenses within the prescribed per diem rates (\$15.00 when lunch not provided) only apply to the days and partial days in which a rep is in town, i.e. from the arrival in town until time of leaving.
4. That these decisions be included on the expense reimbursement vouchers.
5. That the motions in regard to the Travel Expenses be included in the Policies & Procedures Manual.

Provincial Executive Meeting, September 15, 1979.

ORGANIZING

The Provincial Association will actively, in cooperation with any other unions or organizations, aid in the organization of unorganized workers, in particular clerical workers. Further that the Provincial Executive Inform the locals within two months of this Convention as to the Progress of this activity.
June 1976

The Provincial Association will actively initiate the organization of new locals of AUCE, and further, the Provincial Executive will bi-monthly inform the locals as to the progress of this activity.
June 1976

That the Provincial Association encourage and assist locals to organize new bargaining units where feasible and desirable, but that locals must be in consultation with the Provincial Association and its executive.
November 1975

Be it resolved that AUCE support, in theory and in practice, the organization of non-organized workers who are covered by the jurisdiction outlined in Section 3 of the Provincial Constitution.
November 1975

The Provincial Association of AUCE shall provide information and encouragement to any group of workers who are considering joining a Union or of organizing an independent Union and who request such information and assistance. Such requests must be in writing to the Provincial Executive.
June 1975

VARIOUS POLICIES AND PROCEDURES

Student Employment

June 1979

That AUCE Provincial 1979 Convention endorse the following six point policy on student employment:

- 1) For any job created within student employment programmes, including Work Study or Youth Employment Programmes, students shall receive, at a minimum, the union base rate at campus of employment.
- 2) Wherever possible, jobs created within such programmes be designed to provide students with practical experience related to student career interests.
- 3) That students be included in the decision-making process of each level of the programme(s), and that the structure be in the form of the following representation and should consist of at least:
 - a) a student representative
 - b) union representatives from the so-affected union(s)
 - c) an administrator of the university or college,in order to regulate the student employment programmes going on at the campus, and will make sure that these jobs are not union-type jobs. The committee will also attempt to relate the jobs to the students's career.
- 4) That the Work-Study Programmes not be developed as a substitute for the 'Student Aid Programme'
- 5) Whenever jobs created within such programmes fall within a union bargaining unit, then the employee shall come under the appropriate collective agreement in force on that campus.
- 6) Jobs created for the programme shall in no way replace or hinder the development of a bargaining unit position.

That AUCE continue to work with the B.C. Students' Federation and other campus unions to implement the policy on student employment.

Student Work Programs

Be it resolved that a priority of AUCE Provincial be to oppose any attempts to undermine the job security of AUCE members through the imposing of student work programs by the provincial and federal governments; Be it further resolved that AUCE Provincial work with other campus unions and the B.C. Students Federation to develop a consistent policy to respond to student work projects in order to ensure that the job security of AUCE and other campus workers is not undermined and that adequate fundings are provided for students. And be it further resolved that in conjunction with so affected other unions, AUCE call for an informational seminar in the fall
May 1978

Education

June 1979

That AUCE demand of the federal and provincial governments to:

- 1) Recognise and accept their continued responsibility to ensure planned, quality, accessible post-secondary education throughout Canada;
- 2) Ensure the long-term planning of Canadian post-secondary education with full and democratic input into the planning process from those groups in society interested in, and most directly affected by, post-secondary education;
- 3) Make a commitment to the systematic removal of all financial barriers to higher education;
- 4) Ensure full funding to meet the financial needs of post-secondary education;
- 5) Commit themselves, as a first economic priority, in conjunction with other groups in Canada, to developing a program wherein a job is provided to every person who wants to work;

That AUCE Provincial work with other campus unions and the B.C. Students' Federation to develop consistent policies to ensure that Canadians may receive the high quality accessible education that they deserve;
That AUCE re-affirm its policy on educational cutbacks set at Convention May 1978 which stated that AUCE actively participate in the development of anti-cutbacks campaigns in conjunction with all segments of the campus communities.

Educational Cutbacks

May 1978

Be it resolved that AUCE actively participate in the development of anti-cutbacks campaigns in conjunction with all segments of the campus communities.

WOMEN'S ORGANIZATIONS

That AUCE participate in the festivities of International Women's Day each year.

May 1978

That the Provincial Association will co-operate and work with women's organizations or unions in areas where their interests are in common with those of the Provincial Association.

June 1976

B.C. MINISTRY OF EDUCATION

That a person be appointed to research and follow all actions and publications of the B.C. Minister of Education and report back to the Provincial Executive on any relevant material to AUCE.

COLLEGE EMPLOYEES

That AUCE Provincial Association look into the feasibility of a conference of unions and staff associations representing employees at colleges and universities in B.C. to meet and discuss our common interests and problems.
June 1977

B.C. SYSTEMS CORPORATION

That the AUCE Provincial Association will work in conjunction with AUCE locals to ensure that the expansion plans of the B.C. Systems Corporation do not undermine the security, benefits and wages of AUCE workers, and be it further resolved that the AUCE Provincial Association reaffirm the right of college and university employees to initiate and effectively carry out job action where and when necessary.
May 1978

PUBLIC SECTOR EMPLOYEES COUNCIL

That AUCE continue to participate in the Public Sector Employees Council. That the Provincial Executive elect representatives to serve on this Council.
June 1977

AFFILIATION

That the question of affiliation to CCU and other alternative bodies be presented to the AUCE membership over the next 12 months and that articles pro and con such affiliation be published in the newsletter and be it further resolved that at the next Provincial Convention there be further debate about such affiliation.

November 1975.

That the Provincial Executive be instructed to:

- 1) Investigate the question of affiliation with other Labour Organizations or Unions
- 2) Investigate affiliation on a Local, Provincial and National basis.
- 3) Report their findings and recommendations at the next Annual Convention.

June 1979.

That AUCE attempt to affiliate with the Canadian Labour Congress and that if AUCE is not successful in attaining affiliation intact as AUCE then a Special Convention shall be called to further discuss terms of affiliation with the CLC.

That AUCE strike a committee composed of a minimum of one representative from each local to work on the project of attempting to affiliate AUCE with the CLC, with the Provincial Executive on the committee.

That this committee report to the Provincial Association and the membership of each local in no more than three (3) months time and at the same time document alternative ways of affiliating to the CLC.

That the Special Convention referred to in Resolution #1 about affiliation to the CLC take place after the committee has reported on its findings.

That any referendum on this matter be held only after the committee has reported on its findings and after the issue has been discussed by our membership.

* It was understood by Convention that the Committee on Affiliation not be restricted to researching and documenting affiliation to the CLC alone, but that their investigations may include other trade union organisations such as Confederation of Canadian Unions, B.C. Federation of Labour, Working Women Unite, etc. as long as research and affiliation at least about the CLC be undertaken. There is no limit to the work the committee chooses to do in their research.

COMMITTEES

CROSS LOCAL COMMITTEES

If two or more locals request the establishment of a cross-local committee, then the Provincial Association shall help establish such a committee. If the cross-local committee is composed of three or more locals, any expenses incurred by this committee will be paid by the Provincial, subject to prior ratification by the Provincial Executive. If the cross-local committee is composed of only two locals, the expenses shall be shared 50% by the Provincial Association and 50% to be shared on an agreed basis subject to prior ratification by the locals and Provincial Executive.

June 1976
SORWUC

Recommendations for AUCE/SORWUC Committee

1. That the AUCE/SORWUC Committee should include the Provincial full-time person and at least one representative all locals of AUCE.
 2. That activities of this committee be reported in the Provincial Newsletter.
 3. That AUCE members continue to work with SORWUC members to organize unorganized workers and promote union democracy.
 4. That this committee discuss the possibilities of merger, affiliation or other formal joint structures with SORWUC such that AUCE members may have more direct input and control in the organization of unorganized workers by this committee.
 5. That the AUCE/SORWUC Committee be authorized to organize a joint stewards seminar and other joint educational activities.
- June 1977

That AUCE Provincial Executive establish a joint committee with SORWUC to organize unorganized workers and that this committee report to future conventions.
June 1976

DATED COMMITTEES

TEACHING ASSISTANTS

That the Provincial Executive set up a committee to investigate the T.A. situation. That this committee report to the Local Associations within 2 months.

That this Convention support in principle the chartering of the T.A.s at SFU as a local of AUCE.

June 1976

WAGE AND PRICE CONTROL

The Provincial shall encourage locals of the Association to form local wage and 'price' control committees, and that these committees meet jointly as a provincial committee. Further that the Provincial in cooperation with these committees actively oppose this legislation in cooperation with the rest of the trade union movement and other interested groups. Further that the Provincial Executive be instructed to report to the locals bi-monthly as to the progress of this activity.

June 1976

CONSTITUTIONAL AMENDMENTS

Whereas the events of this Convention have indicated that certain sections of the Provincial Constitution are not adequate or sufficiently specific to deal with some of the issues facing the Provincial Association, Therefore be it resolved that an ad-hoc committee be struck at this Convention which would be charged with studying constitutional amendments to overcome these difficulties. This committee would work under the direction of and in conjunction with the Provincial Executive. The committee would study the constitution as a whole but concentrate specially on the following sections;

1. Section 14-D Resolutions and Constitution Committee - possible amendment to make this committee function year-round, not just immediately prior and during the Annual Convention.
2. Amendments to all parts of the Constitution regarding Annual Conventions to include Special Conventions.
3. Possible amendment of Section 7-B to include part-time as well as full-time paid officers. This committee's purpose would be to ensure that all proposed amendments to the Provincial Constitution be as fully discussed at the local level memberships as possible well in advance of subsequent conventions.

That this ad-hoc committee consist of at least 1 member from each local.

November 1975

DATED COMMITTEES CONTINUED

WOMEN IN THE WORKFORCE

The seminar on Women in the Workforce recommends to the Provincial Convention that they strike an ad hoc Committee composed of representatives of all locals which will be charged with setting up seminars for all AUCE members on the question of women in the workforce, and also to set up a conference to be open to members of other unions and unorganized workers wishing to join unions, in order to discuss the question of women in the workforce and to share our experience with them.

June 1975

PROVINCIAL COUNCIL

That the Provincial Convention strike a committee to study the concept of a Provincial Council, to study proposals to change the structure of the Provincial Executive to a Provincial Council of Locals with representatives elected from each Local to refer back to the Locals before the next Provincial Convention and to present these proposals to the next Provincial Convention. This committee is also to study the constitution and its effects on creating this structure.

June 1975

SALARIED POSITIONS

That AUCE strike a committee to draw up the terms of reference and duties for any salaried positions of the Provincial Association and report to the Provincial Executive within one month of the Convention.

June 1975

JOB EVALUATION

That a committee of the Provincial Association be struck to advise and assist the Locals on implementation of job evaluation and job classification programs.

September 1974

TABULATING COMMITTEE

That two alternates be elected to the Tabulating Committee.

September 1974

RESOLUTIONS OF SUPPORT

SFU-18

June 1979

That AUCE Provincial demands of the Attorney-General of B.C. and the Burnaby RCMP that the charges against the SFU 18 be dropped,

That a statement to this effect be issued after the AUCE Convention,

That we pass the donations can for individual donations; Further that \$999.00 (nine hundred and ninety-nine dollars) be donated to the SFU 18 Legal Defense Fund.

In relation to the SFU 18 the following motions were also passed;

That AUCE Provincial also resolved to participate in public defense activities organised by the SFU 18 Defense Committee, That AUCE Provincial Executive and other AUCE members will also attend the trials of those arrested, and That AUCE Provincial Convention condemns the strike-breaking actions of the RCMP and the 'Ad Hoc Labour Liaison' Committee and that AUCE oppose the existence of, and any cooperation with the 'Ad Hoc Labour Liaison' Committee.

That AUCE Provincial Executive write to the B.C. Federation of Labour, requesting the Federation to publicly call for the charges against the SFU 18 to be dropped and to endorse the defense of the SFU 18, and that the Federation be requested to give assistance and support to the SFU 18.

Choice on Abortion

June 1979

That AUCE Provincial continue to support the Concerned Citizens for Choice on Abortion.

May 1978

Whereas AUCE believes that abortion is a matter of personal choice for the woman involved, and that such a choice is an unalienable right of womanhood; Whereas this right is presently being threatened by a campaign on the part of the "anti-choice" movement to end the availability of therapeutic abortions at Vancouver General Hospital; Whereas this right is threatened by a campaign by the same anti-abortion movement to stack federal nominations meetings of most political parties to ensure an anti-abortion majority in Parliament;

Be it resolved that AUCE strongly opposes such crusades and urges all locals to join active vocal campaigns to combat them;

Be it further resolved that AUCE endorses the Concerned Citizens for Choice on Abortion in their mobilization to ensure continued availability of therapeutic abortions at Vancouver General Hospital;

Be it further resolved that AUCE encourages its members to solicit memberships into Vancouver General Hospital to help preserve the right of women to a free choice on abortion.

Women's Day (International Women's Day)

June 1979:

That AUCE Provincial organise mass support and participate in the International Women's Day activities in Vancouver, for March 8th, 1980.

Civil Liberties

May 1978

That the Provincial Association of AUCE protest the illegal invasions of privacy and erosion of civil liberties, and call for the prosecution of these illegal acts committed by the RCMP, Security forces, and government agents and agencies.

Sexual Orientation

May 1978

Be it resolved that the AUCE Provincial Association condemn the anti-gay crusades of Renaissance Canada and Anita Bryant which seek to deny homosexual men and women democratic human rights;

Be it further resolved that the AUCE Provincial Association affirms its view that sexual orientation should not be a consideration in hiring, advancement or any other condition of employment of men and women working in educational institutions; and,

Be it further resolved that the AUCE Provincial Association forward a copy of this resolution to the Gay Alliance Toward Equality of Vancouver (GATE) in support of the organised opposition to the upcoming visit of Anita Bryant.

Social Service Users

May 1978

Be it resolved that AUCE Provincial condemns the proposed provincial government policy of 'user pay' for family counselling special needs daycare, infant development programmes and all on-going social work intervention.

Confederation of National Trade Unions (Quebec)

June 1979

That AUCE Provincial send a telegramme to the Confederation of National Trade Unions (in Quebec), with the following points included:

- 1) Expressing solidarity in the common struggles facing us, in particular, the fight back on attacks from all levels of government, on public sector workers;
- 2) Informing them of the policy we have passed at the 1978 AUCE Provincial Convention, in support of their national demands;
- 3) Assuring them of our solidarity with respect to their struggle to exercise their right to self-determination.

Quebec

May 1978

Be it resolved that this Convention recognises the right of the people of Quebec to determine their own future.

Be it resolved that this Convention recognises that working class solidarity between other Canadians and Quebecois can only be attained if the people of Quebec determine their own future.

Be it resolved that this Convention opposes all forms of economic and military pressure that may be exerted on the people of Quebec.

Child Care

June 1977

That a priority of AUCE Provincial Association will be to continue the struggle for better maternity and child care benefits.

November 1976

Whereas our union represents a great many people of child-bearing age, and whereas we believe that child rearing should be a social activity and not the total responsibility of working parents, and whereas children have the rights to a rich and varied social environment in which to grow, and whereas children benefit from the labour of working parents, therefore be it resolved that AUCE supports and encourages efforts to obtain quality, freely-available child care and urges its locals to negotiate contract provisions with this aim.

Pipeline Moratorium

June 1977

That the Annual Convention of AUCE call for a ten (10) year moratorium on the construction of ALL pipelines through or near native lands where land claims have not been settled- including the Mackenzie Valley, the South Yukon (the Alcan route), central and eastern N.W.T. (The Polar Pass Route), the route of the Kitimat pipeline, and that the government(s) involved negotiate land claims responsibly to the satisfaction of the native people involved; that we demand that the Federal Government stop all consideration and deliberations on these pipelines and establish a "Berger style" inquiry into the whole of the national energy policy of Canada; that we communicate this resolution directly to the Federal and Provincial governments, and we communicate this resolution and our feelings of solidarity directly to the Dene, Inuit Tapirisat, the Council of Yukon Indians, the B.C. Working Group for a Moratorium, the Kitimat Oil Coalition, and the Thompson Inquiry on the Kitimat Pipeline.

J.C. Parrot/ Bill C-8 (back-to-work order)

June 1979

That AUCE condemn the actions of the Liberal Government and call upon the Progressive Conservative Government of Canada to overturn the conviction of J.C. Parrot of the Canadian Union of Postal Workers, to withdraw all charges against the regional directors of CUPW, and to withdraw Bill C-8 (the back-to-work order)

Public Sector Workers

May 1978

That AUCE continue to oppose any attempt by the Provincial Government to limit the ability of the Public Sector unions to maintain reasonable wages, rights, benefits and working conditions.

That AUCE oppose the Provincial Government's Essential Services bill.

June 1977

That the Provincial Association of University and College Employees oppose any attempt by the Provincial Government to limit the ability of Public Sector unions to maintain reasonable wages, rights, benefits and working conditions; that the Provincial Association call upon the B.C. Federation of Labour and the Public Sector Employees Council to support the Alberta workers in their protest against the Alberta "Public Service Employees Relations Act" and that we further urge these groups to oppose the passage of any similar legislation in B.C.

Right to Strike

June 1976

That the AUCE Provincial Association issue press releases which condemn all present or future government legislation which removes or curtails the right to strike.

Bill C 14

June 1979

That AUCE Provincial calls upon the Federal Government to repeal the changes imbedded in Bill C-14, and That AUCE Provincial demands of the Federal Government to significantly increase Manpower (and other) retraining programmes

Bill C-22

June 1979

That AUCE Provincial opposes the passage of Bill C-22, and That AUCE Provincial opposes the principle of "average comparability of total compensation" which is codified in Bill C -22, and

That AUCE Provincial will endorse and participate in public activities which are held to oppose the passage and implementation of Bill C-22

Interior Public University

June 1976

Be it resolved that AUCE supports the formation of the Public Service Unions Coordinating Committee.

Resolutions of Support 1978

Commonwealth Plywood Workers (Quebec)

Be it resolved that AUCE stand in solidarity with the Commonwealth Plywood workers by sending this resolution and a \$100.00 donation to them and be it further resolved that AUCE mobilize support for this struggle among its membership by providing information on the struggle through the AUCE Provincial News.

Faculties Federation

That AUCE Provincial extend a message of support and solidarity to the Colleges and Faculties Federation of B.C. in their opposition to Bill 82 and their fight to maintain the right to bargain effectively for fair working conditions for the faculty teaching in B.C. Colleges.

Fleck Workers

Whereas the 130 women workers at Fleck Manufacturing in Ontario are fighting for their first contract; Whereas the company refuses to offer more than 10 cents more than the minimum wage and refuses to provide decent working conditions- preferring to spend its money paying strike-breaking scabs; Whereas the RCMP has attacked workers on picket lines and state injunctions prevent sympathy strikes; Whereas the Fleck workers are fighting for the right to strike and organize and these rights are under attack all across the country;

Be it resolved that AUCE support the Fleck workers by sending this resolution and a \$100.00 donation to them;

Be it further resolved that AUCE mobilize support for this struggle among its membership by providing information on it through the AUCE Provincial News.

SORWUC

That AUCE Provincial make a \$10,000 long-term interest-free loan to SORWUC.

United Fisherman and Allied Workers (UFAWU)

Be it resolved that AUCE denounce the unwarranted attack by the Combines Investigation Branch on the UFAWU, and be it further resolved that we demand that the Solicitor General Jean Jacques Blais, and Consumer and Corporate Affairs Minister Warren Allman, drop all charges against the Union and its members; that the harassment of the UFAWU by the Combines Investigation Branch cease immediately; and that any investigations of the fishing industry be held in public, and be it further resolved that we demand collective bargaining rights for fishermen under the B.C. Labour Code and/or the Federal Labour Code.

That Provincial donate \$100.00 to United Fishermen and Allied Workers' Union.

Resolutions of Support 1977

Immigrant Rights

That the Annual Convention of AUCE demands a complete withdrawal of the Bill (C-24) - on the rights of immigrants; and that this position be communicated to the Federal Government and to the Committee Against Bill C-24 in B.C.

United Bank Workers

That the Provincial Convention confirm the decision of the Provincial Executive to donate \$200.00 per month towards the salary of the full time office person of the United Bank Workers and that this remain in force until the next Convention.

Resolutions of Support 1976

CASAW

That the delegates at the 4th. annual AUCE Convention support the demands of CASAW workers that;

- 1) the contract be re-opened
- 2) there be no reprisals by the company against the strikers and further that \$300.00 be sent to the CASAW office in Kitimat to help pay legal expenses. And further that this motion be reported to the press and sent via telegram to the CASAW membership meeting this afternoon as soon as possible.

Teaching Assistants

That this Convention support in principle the chartering of T.A.'s at SFU as a local of AUCE.

1978- That AUCE support and aid the organization of teaching assistants at U.B.C. as a Local of AUCE if they so desire.

Resolutions 1978

That the minutes of the 5th Annual Convention of May 27 and 28, 1978 be accepted.

Resolutions 1977

Teaching Assistants

That the Provincial Association of AUCE provide funding for an organizer paid at the regular T.A. salary rate, who is familiar with the issues related to organizing T.A.'s, for a 7 week period ending August 12, to assist our efforts until the end of the semester. Be it clearly understood that this request is for a special short-term funded support commitment from the Provincial Association, which should not jeopardize any other long-term organizing commitments it may wish to undertake.

Resolutions 1976

Auditor

To reappoint auditors until the next Annual Convention.

That the Provincial Executive be instructed to have alternate recommendations for the next Convention regarding auditors.

Resolutions 1975

Educational Program

That a committee of the Provincial Executive be struck to implement an educational program serving the various needs of the locals of AUCE and that these services are to be available to the Locals. These services would be available to the Locals no later than the fall.

Local Reps.

That each Local elect two reps. before the end of October.

Per Capita Tax

That subject to the approval of the Convention, the AUCE Provincial Executive waive the per capita tax to AUCE Local 2 until the implementation of a dues check-off.

Provincial Executive

That at this convention the two representatives from each Local form a Council to act as an interim Provincial Executive until the Fall Convention.

Provincial Worker

That this Convention instructs the Provincial Council to make provisions to elect from amongst themselves a person to work for the Provincial July 1, 1975 until the Fall Convention. That this person would work under the direction of the Council in three main areas: communication between the locals, including editing the Newsletter; service to the Locals, the smaller having priority over the larger, and service during negotiations having priority over other times; assist and coordinate efforts by locals to prepare for the Fall Convention.

Status of other Employees

Be it resolved that the Provincial Executive of AUCE investigate the status of employees at other pos. secondary institutions and to make a report at the next Provincial Convention.

POLICIES AND PROCEDURES - 1980 CONVENTION

RESOLUTIONS THAT PASSED AT THE 7th ANNUAL AUCE PROVINCIAL CONVENTION - JUNE 21/22, 1980 AT CAPILANO COLLEGE, NORTH VANCOUVER, B.C.

RESOLUTIONS

1. Convention voted to endorse the Provincial Executive's organisation of a support RALLY FOR CAIMAW STRIKERS at Canadian Kenworth; Convention moved to the Burnaby plant picket line 6:00 p.m. on Saturday.
2. That AUCE Provincial provide AUCE Local 5 with one full-time Union Worker for 3-4 weeks, between August and October 1980.
3. AUCE Provincial shall strike a cross-local Health and Safety Committee to investigate the occupational health & safety issues that affect university and college employees and to develop policy in regard to this issue, a rep to be elected by each local; and, that the Provincial Association shall oppose any attempt by either the Federal or Provincial Governments to undermine policies or programmes in this area; and the cross-local committee shall report to the Provincial Executive who will publish the findings for the Provincial Association membership.

RESOLUTIONS - 1980 CONVENTION continued

4. That AUCE Provincial shall urge Jack Heinrich, Minister of Labour, to amend the following Acts to include Farmworkers and Domestic, Household employees: Minimum Wage Act, Hours of Work Act, Payment of Wages Act, Annual & General Holidays Act, Maternity Protection Act, Workers' Compensation Act, Control of Employment of Children Act.
5. That AUCE Provincial Executive be directed to negotiate the terms of any affiliation/merger with another union and/or labour body that the AUCE membership votes to enter into; and,
That the Provincial Executive be responsible, especially through the Local Representatives, for reporting on these negotiations to the AUCE membership; and, That any final ratification with the negotiations, regarding affiliation/merger shall be approved or rejected by the AUCE Provincial membership.
6. That AUCE condemn the actions proposed by the Provincial Government, to amend the Municipal Superannuation Pension Plan without consultation with the Public Sector Unions.
7. That AUCE Provincial set up a cross-local committee to investigate more thoroughly the Municipal Superannuation Act and the terms of reference of the committee shall be:
 - a) why must this plan be mandatory?
 - b) why are members only receiving 4% interest on money invested?
 - c) for what purpose is the government using this money?If the answers to these questions are not satisfactory to the membership, then AUCE shall investigate the alternatives of:
 - a) an alternate pension plan
 - b) seeking changes to the plan that would address the above concernsAnd, that AUCE Provincial seek representation on the Municipal Superannuation Committee.
8. That AUCE continue to support the Concerned Citizens for Choice on Abortion and encourage its members in all areas with hospital boards to obtain membership on these boards and to participate in (the) governance; and, that each local be encouraged to send a rep to the CCCA; and, that AUCE Provincial donate \$100 to CCCA.
9. That AUCE declare wholehearted support for the CAIMAW strikers at Canadian Kenworth; and,
That AUCE Locals make regular reports on the progress of the strike at Local membership meetings and encourage members to join the CAIMAW picket lines until the strike is over; and, That AUCE issue a press release condemning the employer's attitude and calling on all other trade unionists in B.C. to join in wholehearted support for the CAIMAW workers; and, That AUCE donate \$350 to the CAIMAW strikers.

RESOLUTIONS - 1980 CONVENTION continued

10. That one Provincial Executive member participate in the activities of the Clerical Workers' Organising Committee and that locals of AUCE be encouraged to elect at least one representative to work with CWOC and report on its activities to their Local, and that AUCE donate \$75 to CWOC.
11. That AUCE Provincial shall donate \$100 to SORWUC to help them pay the SORWUC office worker's salary.
12. Convention voted to pass a collections can for the striking members of SORWUC who are picketing the Muckamuck. \$68.35 was collected.
13. AUCE Provincial Executive shall establish a cross-local committee to draw up proposals for job descriptions, salaries and benefits for the salaried officers and shall report back to the next annual convention with recommendations before these proposals are implemented.
14. That the Provincial Executive be directed to form a cross-local committee to investigate the Discovery Parks developments and the ramifications of Discovery Parks, and that a report be made to the locals that may be affected.
15. That the AUCE Provincial send a letter to SFU President Pederson and issue a press statement condemning the blatant anti-union measures (used by the University in contract negotiations with Local 6) and demand that the University drop the unprecedented intrusions into union rights and settle the collective agreement immediately.
16. That \$250 be donated to the SFU 18 Legal Defense Fund.
17. That AUCE Provincial Convention urges the BCGEU to "come through" with their promises to help the SFU 18 with their Legal Defense Fund expenses.
18. That the AUCE Convention send a message of support to the College of New Caledonia Faculty Association in support of their struggle to gain a new contract.

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