



University of
Prince Edward Island
FACULTY ASSOCIATION

2004-05 Officers & Staff

Wayne Peters
President
Engineering
566-0495
wpeters@upei.ca

David Seeler
Vice-President
Companion Animals
566-0886
seeler@upei.ca

Larry Hale
Past-President &
Grievance Officer
Biology
566-0551
lhale@upei.ca

J. Trenton McClure
Secretary/Treasurer
Health Management
566-0717
jmclure@upei.ca

Susan Dohoo
Member-at-Large
Biomedical Sciences
566-0546
dohoo@islandtelecom.com

David Groman
Member-at-Large
Aquatic Diagnostic Service
Pathology & Microbiology
566-0830
groman@upei.ca

Norine Hanus
Member-at-Large
Robertson Library
566-0479
nhanus@upei.ca

Gordon MacDonald
Member-at-Large
Mathematics & Statistics
628-4329
gmacdonald@upei.ca

Susan Gallant
Office Manager
566-0438
sgallant@upei.ca

Memo to: UPEI Faculty Association Membership
From: Wayne Peters, UPEIFA President
Subject: Notice of motions for creation of committees
Date: September 7, 2004

The next General Meeting of the UPEI Faculty Association will be held on:
Thursday, September 23, 2004 at 4:00 pm in the AVC Lecture Theatre A
A full agenda will be distributed prior to this time.

At this meeting, however, it is the intent of the Executive Committee to seek the support of the Membership to create three standing committees of the Association's Executive Committee: the **Finance Committee**; the **Grievance Committee** and the **Communications Committee**. These Committees will report to and be responsible to the Executive Committee of the Association. All recommendations of these Committees will be subject to ratification by the Executive Committee.

In accordance with Article 3.1 of the Association's By-Laws, standing committees may only be established by a two-thirds majority vote at a UPEIFA General Meeting, following at least 14 days notice of motion. This memo will serve to provide this notice of the following motions:

Motion 1. *That a Finance Committee be established as a standing committee of the UPEIFA Executive Committee.*

Purpose: To oversee the Association's financial matters; and to propose the annual operating budget for the Association.

Membership: The Chair of the *Finance Committee* shall be the Secretary-Treasurer of the Association. The balance of the Committee shall consist of the President, Vice-President and at least two Members elected annually from the Membership by a vote of all Members present at a General Meeting of the Association.

Motion 2. *That a Grievance Committee be established as a standing committee of the UPEIFA Executive Committee.*

Purpose: To represent the Association at all stages of the grievance and arbitration procedures outlined in the Association's Collective Agreement.

Membership: The Chair of the *Grievance Committee* shall be the Association's Chief Grievance Officer who shall be appointed annually from the Membership by the Executive Committee. The balance of the Committee shall consist of the President and at least two additional grievance officers appointed annually from the Membership by the Executive Committee.

Motion 3. *That a Communications Committee be established as a standing committee of the UPEIFA Executive Committee.*

Purpose: To develop, recommend and execute strategies for the purpose of educating Members and others regarding the activities of the Association; and soliciting input and feedback from Members.

Membership: The Chair of the *Communications Committee* shall be appointed annually from and by the Executive Committee. The balance of the Committee shall consist of at least four Members elected annually from the Membership by a vote of all Members present at a General Meeting of the Association.

Further to these motions, the Executive Committee will also be seeking the support of the Membership to authorize the Executive Committee to create additional *ad hoc committees* as it deems necessary to carry out the business of the Association. In the spirit of Article 3.4 of the Association's By-Laws, then, the following motion will also be put forward:

Motion 4. *That the UPEIFA Executive Committee be authorized to create *ad hoc committees* as it deems necessary to carry out the business of the Association.*

One such committee that the Executive Committee intends to create will be the *Ad Hoc Committee for Constitution and By-Law Review*. The Executive Committee feels it is critical that our Constitution and By-Laws reflect our new status as a labour union and that they constitute the appropriate organizational model for the Association. Accordingly, the purpose and membership of this committee would be as follows:

Purpose: To review the Association's Constitution and By-laws and to recommend appropriate changes to the Executive Committee.

Membership: The Chair of the *Ad Hoc Committee for Constitution and By-law Review* shall be the President. The balance of the Committee shall consist of the Vice-President, Past-President and at least two Members elected from the Membership by a vote of all members present at a General Meeting of the Association.

Any questions regarding this information should be directed to:

Wayne Peters, UPEIFA President, 566-0495, wpeters@upei.ca