

Standing Committees Terms of Reference

The Faculty Association
of the
College of New Caledonia

STANDING COMMITTEES OF THE FACULTY ASSOCIATION

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

Committees report to the general membership at the Annual General Meeting in the Spring and the Fall General Meeting. Committee reports from the Annual General meeting are found in the handbook following the minutes of the meeting.

A nominations officer, selected from the Executive, will soon be seeking nominations for committee positions elected at the Fall General Meeting. A nominations form is the last page of this section. Please nominate yourself or someone else (please ensure they are willing to serve). Place the form in the Faculty Association mailbox on main campus.

A memo will be sent out after the Fall General Meeting listing the members of the committees. Please place that memo in this section of the handbook.

[The Professional Development Committee is not a standing committee of the Faculty Association. It is a joint faculty/administration committee established by the terms of the Collective Agreement to administer the professional development fund. It performs no organizational roles. Section R contains the complete details.]

CONTRACT COMMITTEE

Purpose: To review existing contract language, identify problems or weakness in the contract, assess membership priorities and prepare positions for the next set of negotiations. The committee is chaired by the Contract Chair, who is an Executive Member of the Faculty Association.

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

Chair: The Chair is elected by the general membership at the Annual General Meeting. The Chair usually serves as our committee representative on the CIEA Bargaining Coordination and Review Standing Committee. The Committee Chair is also a member of the Faculty Association Executive.

EDUCATIONAL LEAVE COMMITTEE

Purpose: To prepare the eligibility list based on established procedures; notify eligible faculty of time lines and obligations; approve or reject proposals for leave; make recommendations for leave to the College President.

The Educational Leave Procedures are contained in this Handbook under Section L [yellow].

Elections: Committee members are elected annually at the Fall General Meeting by the general membership.

Chair: The Chair is elected by the Committee members from the Committee members.

HUMAN RIGHTS COMMITTEE

Mandate:

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

Elections: Committee members are elected annually at the Fall General Meeting by the general membership.

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

STATUS OF WOMEN COMMITTEE

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

Elections: Committee members are elected annually at the Fall General Meeting by the general membership.

Chair: The Chair is elected by the Committee members from the Committee members. The Chair usually serves as our committee representative on the FPSE Status of Women Standing Committee.

SOCIAL COMMITTEE

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

Elections: Committee members are elected annually at the Fall General Meeting by the general membership.

Chair: The Chair is elected by the Committee members from the Committee members.

STATUS OF NON-REGULAR FACULTY COMMITTEE

Purpose: To promote better and more consistent representation of the interest of those employees at the College who work as instructors, including continuing part-time, counsellors, or librarians, and other categories of work, and who are involuntarily deprived of job security, salary or benefits normally accorded faculty within the association membership.

Elections: Committee members are elected annually at the Fall General Meeting by the general membership.

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

POLITICAL ACTION COMMITTEE

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

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

Elections: Committee members are elected annually at the Fall General Meeting by the general membership.

DISABILITY MANAGEMENT COMMITTEE

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

Elections: Committee members are elected annually at the Annual General Meeting by the general membership for a three year term.

Chair: There is one chair, the committee works in a collaborative fashion. The Benefits Administrator from Human Resources department co-ordinates print materials and provides a monthly report.

Standing Committee Members

COMMITTEE MEMBERS 2005-2006

PD Committee (05/04)

Dani Michael-Didier
Barb Lee
Jolanta Caputa

Disability Management

Fran Miller
Mellhina Dragusica
Michelle Worth
Carol Whitmer

Pension Liaison Committee

Judy Malcolm - chair
Marie Sinnott (shadow)

Educational Leave Committee

George Kaweesi – chair
Barb Lee
Paula Davies
John Ibberson
Mary Applegate
Wendy King

Status of Women Committee

Lindy Munk
Lana Coldwell
Darlene Shatford
Terry Jackson
Melinda Worfolk

Contract Committee (05/05)

George Davison
Shannon Bezo
Steve Campbell

Social Committee

David Rourke
Nicholas Buck

Human Rights Committee

Susan Hatfield - chair
Marta Tejero

Status of Non-Regular Faculty

Michal Latala - chair
Chris Gibson

Political Action Committee

David Rourke – chair
Lindy Munk Graham Pearce
Darlene Shatford Michal Latala
Anna Djuric Peter Ewart
Melinda Worfolk Sandra Chulka
Peter Maides George Davison
Jan Mastromatteo