

**THE CONSTITUTION OF
THE FACULTY ASSOCIATION
THE UNIVERSITY OF WESTERN ONTARIO
(as amended xxxx)**

ARTICLE I - Name

The name of the Association is: The Faculty Association, The University of Western Ontario. It shall also be known as UWOFA and shall hereinafter be referred to in this document as the Association.

ARTICLE II - Aim

The Association represents all academic staff ~~Faculty~~ members, as defined in Article IV.1, in dealing with the University Administration in all matters of ~~Faculty~~ concern. On behalf of ~~Faculty~~ members, the Association negotiates and deals with salary settlements and all other matters pertaining to their employment conditions. It advises ~~Faculty~~ members on matters of academic freedom, grievances, tenure and promotion problems, and generally strives to improve the working conditions of the academic community.

ARTICLE III – Affiliations

The Association may affiliate with international, national, provincial and regional organizations for the advancement of the interests of academic staff. All members of the Association shall be members of the Canadian Association of University Teachers, also known as CAUT. Proposed new affiliations, as well as proposed disaffiliations, shall be subject to a mail ballot among members of the Association and the issue shall be decided by a two-thirds majority of those voting.

ARTICLE IV – Membership

1. Membership is open to all Members of the bargaining units covered by Certificates 4482-97 (Faculty) and 3846-03-R (Librarians and Archivists) (as defined by the Ontario Labour Relations Board, to clinical faculty in the Faculty of Medicine and Dentistry who are eligible for membership in the Clinical Teachers' Association of The University of Western Ontario, ~~to professional librarians and archivists in the bargaining unit(s) as defined by the Ontario Labour Relations Board, (Certificate 3846-03-R)~~ and to members of such other unit(s) within the University as the Association may determine. In the event that a dispute arises as to the application of this clause in any particular case, the matter shall be placed before the Board of Directors (also known as the Board), whose decision as to eligibility for membership shall be final.
2. ~~To become a member of UWOFA, one must apply to the Association in a form prescribed by the Board of Directors. Membership becomes effective upon receipt by the Association office of a completed application form.~~

All Members of the bargaining units mentioned in Article IV(1) are members of the Association. Members of these bargaining units may opt out of membership in the Association using a form prescribed by the Board of Directors.

3. Members on recognized leave from the University are eligible to maintain their membership in the Association during the period of leave.
4. ~~Retired or visiting faculty Members who have been or are full-time members of the faculty of a university~~ are eligible for membership in the Association as "Associate Members". Associate Members shall not be liable to pay fees to the Association and shall not be entitled to vote at General Meetings or on mail ballots.
5. Only Members in good standing shall be eligible to vote at meetings or hold a position in the Association, including that of officer, Board of Directors member, or member of another committee.

ARTICLE V – Officers

1. The officers of the Association shall be: a) President, b) Vice-President, c) Past President, d) Treasurer, e) Secretary.
2. The President, Vice-President and Past President shall each shall hold office for one academic year (July 1st to June 30th), as defined under Article XII – By-Laws.
3. The Treasurer and Secretary shall be elected by the membership of the Association for two-year staggered terms of office. The Treasurer and Secretary shall be eligible for election to a second consecutive term, but thereafter shall be eligible for election only after an interval of one year.

ARTICLE VI - Board of Directors

1. The Board of Directors of the Association shall administer the affairs of the Association and carry out its policies.
2. The Board of Directors shall consist of the President, Vice President, Past President, Treasurer, Secretary, and seventeen Directors, eleven to be elected by their respective Faculties of the University by a mail ballot of members in each Faculty, one professional librarian or archivist elected by UWOFAs members from that bargaining unit, two Part-Time members to be elected at-large by a mail ballot of all the members of the Association, and three Full-Time members to be elected at-large by a mail ballot of all the members of the Association. Unelected candidates in designated Faculty or Librarian/Archivist elections shall not be considered in either of the at-large elections, regardless of the number of votes they receive.
3. The following shall be ex-officio members of the Board of Directors:
 - a) The OCUFA Director representing the Association, and the President of OCUFA in the event that he/she is a member of the Association.

- b) The Association delegate to CAUT Council, and the President of CAUT in the event that he/she is a member of the Association.
- c) The Chief Negotiator(s) during, and for six months before and after negotiations.
- d) The UWOFA Chair of the Joint Committee.
- e) The Grievance Officer

Ex-officio membership of the Board of Directors does not confer the right to vote in proceedings of the Board of Directors.

- 4. The Vice-President shall be elected by the membership of the Association and shall succeed to the office of President the following academic year.
- 5.
 - a) If a vacancy occurs in the office of the President, the Vice-President shall become President, and shall serve in that office for the balance of the academic year in which the vacancy occurred and for the immediately following academic year.
 - b) If a vacancy occurs in the office of the Vice-President as a result of his/her assumption of the office of President ~~before December 4~~ in any academic year, and there is no Vice-President elect, a special election shall be called by the Board of Directors to fill the vacancy. The person elected, or the Vice-President elect (as the case may be), will shall hold the office for the balance of the academic year ~~of the Association~~ in which the vacancy occurred and for the immediately following academic year.
 - c) If a vacancy occurs in the office of Vice-President as the result of any other reason than in 5(b), and there is no Vice-President elect, ~~as a result of his/her assumption of the office of President after November 30 in any academic year,~~ the Board of Directors shall may call a special election to fill the office for the balance of the academic year in which the vacancy occurred. If a vacancy occurs in the office of Vice-President as the result of any other reason than in 5(b) and there is a Vice-President elect, then the Vice-President elect shall immediately become Vice-President and serve for the balance of the academic year and for the immediately following academic year. If no special election is called by the Board of Directors, the office of Vice-President shall remain vacant until the normal annual election at which time an election will be held for the office of Vice-President.
 - ~~d) Where a vacancy occurs in the office of Vice-President, other than by reasons of the Vice-President assuming the office of President, an election shall be held within two months of the date on which the vacancy arose.~~
 - d) Where the procedures described in 5a, 5b and 5c prove unsuccessful in filling a vacancy, the Board shall determine and implement procedures for filling that vacancy.
- 6. Notwithstanding 5a through 5d, if a simultaneous vacancy occurs in the offices of President and Vice-President, the Board of Directors shall call a special election, to be held as soon as practicable, to fill the vacancies. The persons

electd to these offices shall hold office for the balance of the academic year in which the vacancies occurred and for the immediately following academic year. Until the election is held, the Past President shall be President. If the annual election for the succeeding academic year has taken place, this rule shall not apply. ~~The Immediate Past President shall act as President until the end of the academic year. At the beginning of the immediately succeeding academic year the rules in Article VI.5 shall apply. In that case, the Past President shall act as President until the end of the academic year. At the beginning of the immediately succeeding academic year the rules in Article VI.5 shall apply. In either case, in the absence of a Past President, the Board of Directors shall meet and shall designate one of its members to be President during the interim period.~~

7. ~~The Treasurer and Secretary shall be elected by the membership of the Association for two-year staggered terms of office.]~~
8. 7. The term of office of the seventeen elected members of the Board of Directors shall be two years. To ensure year-to-year continuity of the Board, these terms of office shall be staggered so such that, in each year, 8 (or 9) members start their first year, while 9 (or 8) start their second ~~nine/nine are completed at the end of each academic year. Directors shall be eligible for election to a second two-year term but thereafter shall be eligible for election only after an interval lapse of one year.~~
9. 8. Nominations for the Board of Directors membership shall be made at a General Meeting. A slate of nominees ~~nominations~~ shall be provided by the Nominating Committee, and further nominations shall be invited from the floor. Members of the Board of Directors shall be elected by a mail ballot. The nine/nine For each vacant position, the nominees receiving the most the greatest number of votes shall be declared elected for a two-year term. If there are more than nine/nine vacancies Where 2 or more at-large positions of the same type are to be filled, the that number of nominees receiving the most greatest number of votes, after the nine/nine, shall be declared elected for a one-year term. If these positions differ in length of term, the nominee(s) receiving the most votes shall serve the longer term(s).
10. 9. ~~Should a vacancy occur during the year, it shall be filled by a position be vacated four months or more before the end of the position's term, the Board of Directors shall offer the position to those nominees for that position who failed to gain office in the previous election. Such positions shall be offered sequentially in descending order of the number of votes received, in the last general election or, failing that, Should this procedure fail, the President shall solicit nominations from the relevant constituency as soon as practicable by nomination at the next General Meeting, to be followed if necessary by a mail vote by the membership or by the appropriate parts thereof or whole of the membership. In all cases of this type, the The term of office to be filled shall be the balance of the term of the Director(s) vacating the position academic year. If Should a position become vacant less than four months before the end of the position's term, vacancy~~

~~should occur after nominations have closed for the annual election for the following year, the Board of Directors shall decide whether to leave that position unfilled for the balance of its term or to call a by-election. may, at its option, declare the position vacant for the balance of the current academic year.~~

~~Normally, if a vacancy in a Board position occurs after December 31st, the board may, at its option, declare the position vacant. If the vacancy occurs before December 31st, the board shall hold a by-election to fill the vacant position.~~

44.10. The position of an elected member of the Board of Directors shall be declared vacant if the member is absent from four consecutive regular meetings of the Board of Directors unless a leave is approved by the Board of Directors.

42.11. The outgoing President shall report to the membership on the preceding year's activities.

ARTICLE VI.I - Executive Committee

The Executive Committee (referred to as Executive) will be responsible to the Board of Directors and shall be in charge of implementing the policies of the Board of Directors.

The Executive Committee will be composed of:

- a) the President, who will chair the Committee,
- b) the Vice-President
- c) the Past President,
- d) the Treasurer,
- e) the Secretary, and
- f) two (2) additional Members of the Board of Directors, elected by the Board of Directors for one-year terms.

Actions taken by the Executive Committee shall be reported by the President to the Board of Directors.

ARTICLE VI.II - Other Committees

The Board of Directors shall be responsible for setting up the committees of the Association and these committees shall report to the Board of Directors and to the last Annual General Meeting of the fiscal year.

ARTICLE VII – Meetings

1. An elected Speaker shall chair all General Meetings of the Association and all open meetings of the Bargaining Units as run by the Association. If the Speaker is unable to attend a meeting, the President of the Association shall appoint a Speaker *pro tem* for that meeting.

The Speaker shall be a member of the Association.

The Speaker may not hold any other position within the Association during his or her tenure as Speaker.

The term of office is one year, beginning July 1. An incumbent may stand for re-election.

Nominations for this position may come from the general membership as well as from the Nominating Committee and are brought forward at a General Meeting of the Association. Candidates for the position must produce a statement of qualification for circulation to the members before an election.

The Speaker shall be elected by mail ballot.

2. General Meetings shall be called by the Board of Directors at least three times during the academic year. At least one shall be held in each of the Fall and Winter terms.
3. General Meetings may be called at any time a) as directed by a General Meeting, b) at the written request of any fifteen Members, or c) as deemed advisable by the Board of Directors or the President.
4. Matters of Association policy shall be decided by a simple majority of the Members of the Association present and voting at a General Meeting, or by a simple majority of those voting by mail ballot.
5. Any matter may be decided by mail ballot. Decisions made by mail ballot shall take precedence over decisions made at a General Meeting. A mail ballot shall be held as a result of any of:
 - a) a majority decision of the Board of Directors;
 - b) a majority decision of those present and voting at a General Meeting;
 - c) a petition signed by 100 Members of the Association.
6. For a General Meeting, written notice will be given by e-mail to each member at least one week in advance. ~~Should such electronic notice be unavailable for any reason, written notice shall be given by posting same with the University post at least one week in advance.~~ Evidence that the notice was posted shall be deemed to be proof of receipt of the notice. Members may request that UWOF A send hard copies of such notices to their campus address.
7. An emergency General Meeting may be called without the requisite seven days' notice when matters arise which, in the opinion of the Board of Directors, require urgent consideration. In such a case, the quorum shall be double the quorum of a regular General Meeting. Such an emergency General Meeting shall be held not less than two days from the date of the posting of notices. The agenda of any such meeting shall be limited to the urgent matters listed in the Notice of Meeting.

ARTICLE VIII – Quorum

Thirty-five Members of the Association shall constitute a quorum for a regular General Meeting.

ARTICLE IX – Fees

Annual membership fees shall be proposed by the Board of Directors for approval by the membership in attendance at a General Meeting. Fees are due and payable in equal monthly instalments by payroll deduction.

ARTICLE X - Amendments to Constitution

Amendments to the Constitution will be effective if approved by two-thirds of those voting on the amendment by mail ballot. The provision of this Article X shall apply notwithstanding the provisions of Article VII.4.

ARTICLE XI - Mail Ballots

Throughout the constitution, the term “mail ballots” will be normally understood to refer to electronic balloting. Paper mail ballots may be employed as deemed necessary by the Board of Directors. Individual members can request for themselves a paper mail ballot.

ARTICLE XII- By-Laws

The Board of Directors shall submit to a General Meeting for approval such By-Laws as it may deem necessary for the furtherance of the work of the Association. Notice of submission of By-Laws or changes therein shall be given in the Notice of Meeting.

BY-LAWS