

Principles and Procedures for Negotiations Amended March 15, 2010

1. No later than March of the year preceding expiry of a Collective Agreement, the Board shall select a Chief Negotiator (CN) and a Deputy Chief Negotiator (DCN) who shall assume the role of CN when the CN is absent from campus.
2. [Faculty only] Within 30 days of being selected, the CN and the DCN, jointly, shall propose to the Board a list of 6 nominees for an 8-person Negotiating Team (NT) with the understanding that this list includes at least one Part-Time Member and one Member with a Limited Term appointment.
3. [L/A only] Within 30 days of being selected, the CN and the DCN, jointly, shall propose to the Board a list of 6 nominees for an 8-person Negotiating Team (NT).
4. All members of the NT shall be Members of the Contract Committee.
5. The Board will appoint a Chair of the Contract Committee from among the members of the NT as soon as possible after establishing the NT.
6. When negotiations overlap the summer break, a continuing member of the Executive will be assigned as a liaison to the Negotiating Team and Strike Committee.
7. For each Article in a Collective Agreement that it wants to open, the Contract Committee will be responsible for developing a list of goals to be achieved during the next round of negotiations no later than August of the year preceding expiry of the Collective Agreement.
 - a) All such goals must be approved first by the Board and then by the General Membership through electronic balloting within 30 days of the completion of the development of the goals.
8. Once a goal has been approved by the Board and the Membership, the NT will be responsible for writing the relevant contract language. That contract language will be distributed to the Board for information. Any three members of the Board can ask that that contract language be brought to the Board for discussion. If this does not happen, however, within 5 working days of that language having been distributed to the Board then the Negotiating Team is authorized to present that contract language to the Employer.
9. UWOFA shall aim to give Notice to Bargain no later than April 1 of the year in which a Collective Agreement expires and so the NT shall aim to have completed all proposals by at least that date.

10. The UWOFA Board of Directors shall determine the timing of a request for Conciliation during negotiations, except when the NT determines that a Board of Directors meeting cannot be convened in time to gain a significant strategic advantage in negotiations. In such a situation, the NT itself is authorized to request Conciliation.
11. Should the CN resign from the NT, the Board will appoint a new CN after consulting with the DCN. Should any other Member of the NT resign, the CN will nominate a suitable replacement to the Board. It is the Board's responsibility to appoint a replacement.
12. The CN may at any point recommend to the Board that a member of the NT be removed from the NT. If the Board approves, the Member in question shall be removed from the NT and the CN shall recommend a suitable replacement to the Board.
13. When negotiations are complete, an electronic copy of the tentative agreement will be made available to all members prior to the ratification vote, on a secure, password protected site.
14. In cases where strike preparations are initiated, or a strike actually occurs, the Strike Committee shall compile a report and a file, documenting their work and offering recommendations.

Amended

Board – March 23, 2009

Board – March 15, 2010